



AGENDA

CITY COUNCIL REGULAR MEETING

TUESDAY, SEPTEMBER 9, 2025, 6:00 PM

**KENT HALL COUNCIL CHAMBERS - CITY HALL CAMPUS - 111 W SANTA ANA ST, OJAI, CA,
ADDITIONAL TELECONFERENCE MEETING LOCATION AVAILABLE TO THE PUBLIC TO
ACCOMMODATE TELECONFERENCING COUNCIL MEMBER LESLIE RULE, PER CALIFORNIA
GOVERNMENT CODE SECTION 54953(B)(3): 6 SALTOUN RD., LONDON, ENGLAND SW2 1EP**

OJAI CITY COUNCIL

ANDY GILMAN, MAYOR

DISTRICT 1 - LESLIE RULE
DISTRICT 2 - RACHEL LANG

DISTRICT 3 - ANDREW WHITMAN
DISTRICT 4 - KIM MANG

BEN HARVEY
CITY MANAGER

MATTHEW SUMMERS
CITY ATTORNEY

WESTON MONTGOMERY
CHIEF DEPUTY CITY CLERK

VIEWING & ACCESS

Public participation is encouraged! The Ojai City Council meets regularly on the second and fourth Tuesdays of the month at 6:00 p.m. The meetings are conducted in a hybrid model, providing both in-person attendance and virtual public comment via the Zoom link below. Virtual attendance via Zoom is the only way to remotely provide public comment. Pre-registration is not required for public comment via Zoom. Instead, Zoom participants will utilize the "hand-raise" function to indicate their desire to speak on an item. The meeting is also livestreamed on the City's website at [ojai.ca.gov/525/2968/Public-Meetings](https://www.ojai.ca.gov/525/2968/Public-Meetings), on YouTube at [youtube.com/@ojaicity](https://www.youtube.com/@ojaicity), and on Spectrum Channel 10. See "Public Comment Options" below for further instruction.

<https://us02web.zoom.us/j/87372714739?pwd=C1Qv9izk2l1C1xIGmrq67aCJ6Y4HpC.1>

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PRESENTATIONS

- 1. The Gold Coast Transit District (GCTD) to provide a presentation on the District's Annual Update**

COMMISSION REPORTS

CITY MANAGER'S REPORT

PUBLIC COMMUNICATIONS

Public Communications is the time set aside during the meeting for members of the public to address the City Council on items of City business other than scheduled agenda items. Matters raised at this time may be briefly discussed by the Council, and will generally be referred to staff and/or placed on a subsequent agenda. Under State law, other than for emergency items, no action can be taken.

CONSENT CALENDAR

All matters listed on the Consent Calendar are to be considered routine and will be enacted by one motion in the form listed. There will be no discussion of these items unless, before the vote on the motion to adopt, specific items are removed from the Consent Calendar for separate motions.

2. Minutes

RECOMMENDATION: Approve draft minutes from the August 26, 2025 City Council Regular Meeting; August 26, 2025, City Council Special Meeting for Closed Session; August 12, 2025 Special Meeting for Closed Session; August 12, 2025 Special Meeting for Presentations; and August 5, 2025, Special Meeting.

[08 26 25 City Council Regular Meeting Minutes](#)

[08 26 25 City Council Special Meeting for Closed Session Minutes](#)

[08 12 25 City Council Special Meeting for Closed Session Minutes](#)

[08 12 25 City Council Special Meeting for Presentations Minutes.](#)

[08 05 25 City Council Special Meeting Minutes](#)

3. City of Ojai Warrants for August 11, 2025 – August 24, 2025

RECOMMENDATION: Receive and file.

[Administrative Report - Warrants August 11-24, 2025](#)

[Attachment A - Check Register](#)

4. Authorize 1st Amendment with MV Cheng & Associates, Inc. for Accounting Support Services

RECOMMENDATION:

1. Authorize the City Manager to execute the first amendment to Professional Services Agreement with MV Cheng & Associates, Inc. (MVC) to increase the not-to-exceed amount to \$75,000 for accounting support services; and
2. Authorize transferring appropriations within the Finance Department Budget of \$70,000 from Salaries & Benefits to Contract Services; and
3. Ratify Expenses from May 1, 2025 – September 9, 2025, in the amount of \$43,813.

[Administrative Report - PSA Amendment No 1 - MV Cheng Assoc Inc](#)

[Attachment A - PSA Amemdment No 1 MV Cheng Assoc Inc](#)

5. Award Public Works Agreement to Ventura Regional Sanitary District for Storm

Drain Cleaning and Video Inspections

RECOMMENDATION: That the City Council authorizes the City Manager to enter into PW Agreement No. 2025-31 with Ventura Regional Sanitary District (VRSD, a special district) for storm drain cleaning and video inspection in the amount of \$57,848.00 and authorize a contingency of \$11,570.00 (approximately 20%) for unforeseen change orders that may be required for a total authorized expenditure of \$69,418.00.

[Administrative Report - Public Works Agreement with Ventura Regional Sanitary District](#)

[Attachment A - Public Works Agreement 2025-31](#)

6. 2024 Pavement Rehabilitation Project No. ST-3005 - Resolution Accepting Improvements and Authorizing Filing of a Notice of Completion

RECOMMENDATION: Adopt a resolution accepting improvements and authorizing the Mayor to sign the Notice of Completion for the 2024 Pavement Rehabilitation Project (ST-3005).

[Administrative Report - ST-3005 Notice of Completion](#)

[Attachment A - Resolution ST-3005](#)

[Attachment B - Notice of Completion ST-3005](#)

DISCUSSION

7. DignityMoves Development Budget and Schedule

RECOMMENDATION: Receive and file the DignityMoves Development Budget and Schedule for the Ojai Permanent Supportive Housing Project (OPSHP).

[Administrative Report - DignityMoves Budget](#)

[Attachment A - OPSHP - Development Budget](#)

[Attachment B - OPSHP - Development Schedule](#)

8. Concept Review: Allocation of \$100,000 in General Funds to HELP of Ojai for Rental Assistance Program and Authorization to Execute Agreement

RECOMMENDATION: Discuss and, if appropriate, allocate \$100,000 in General Funds to HELP of Ojai to support rental assistance for Ojai residents through Help of Ojai's existing Homelessness Prevention and Rapid Rehousing (HPRR) program; and authorize City Manager to execute agreement regarding the same.

[Administrative Report - Help of Ojai Rental Assistance](#)

[Attachment A - Help of Ojai Rental Assistance Info](#)

9. General Plan Update Progress Report | Climate Action Plan (CAP) and Economic Diversification and Other General Plan Update Efforts

RECOMMENDATION: Receive and file this report on recent adjustments to the General Plan Update process, including the shift from focus groups to broader community-wide engagement strategies for the Climate Action Plan (CAP) and the Economic Diversification Element as well as other General Plan Update progress.

[Administrative Report - General Plan Update Progress Report](#)

10. City Council Goals

RECOMMENDATION: Discuss and adopt the City Council goals and corresponding tactics for staff analysis, along with estimates of additional resources (monetary, human, or both) needed for each prioritized tactic.

[Administrative Report - City Council Goals and Tactics](#)

[Attachment A - City Council Goals and Tactics with Staff Cost Estimates](#)

COUNCIL MEMBER'S REPORTS

FUTURE AGENDA ITEMS

ADJOURNMENT

Posted September 5, 2025 at 5:00 p.m.
Weston Montgomery, Chief Deputy City Clerk

ACCOMMODATIONS

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call (805) 646-5581. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

If you feel that a language interpreter is necessary for you to participate in this meeting, notification 48 hours prior to the meeting will enable the City to make reasonable arrangements for an interpreter to assure your participation/understanding of this meeting.

Si considera que un intérprete de idiomas es necesario para participar en esta reunión, la notificación 48 horas antes de la reunión le permitirá a la Ciudad hacer arreglos razonables para que un intérprete asegure su participación/comprensión de esta reunión del Concejo Municipal.

Para Español por favor llame al (805) 646-5581 ext. 100 o por correo electronico a cityclerk@ojai.ca.gov.

PUBLIC PARTICIPATION

Agenda reports and other disclosable public records related to agenda items are available on the City's website at ojai.ca.gov/525/2968/Public-Meetings and at City Hall located at 401 S. Ventura St., Ojai, Ca., during regular business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m.

PUBLIC COMMENT OPTIONS

The easiest way to submit written public comments is through the “eComment” function on the [City Council's Public Meetings page](#). Please click into the “eComment” link for the desired date and agenda item.

Written Comments: In order for staff to provide the City Council with written public comments timely, written/emailed public comments must be submitted no later than **3:00 p.m. on the day before the meeting.**

You may always submit written comments to the City Clerk via mail, in person at City Hall, or via email to cityclerk@ojai.ca.gov. If your written comment is received by 3:00 p.m. on the day before the meeting date, the City Clerk will distribute copies of your comments to all Council

Members and recorded on the City website. Written comments received after 3:00 p.m. may not be distributed to the Council Members and recorded on the City website until after the meeting.

Verbal Comments: Verbal Comments will be received on any item on the agenda at the time the agenda item is heard. Comments may be made in person at the meeting or through Zoom, via the link at the top of the Agenda. Pre-registration is not required for public comment via Zoom. Instead, Zoom participants will utilize the hand-raise function to indicate their desire to speak on an item.

IMPORTANT NOTES:

All materials related to an item on this agenda, including written public comments, will be available for public inspection in the City Clerk's Office at City Hall, and following the meeting, will be accessible on the City of Ojai's website at ojai.ca.gov.

As a government agency, the City of Ojai is subject to the California Public Records Act (Government Code § 6250 et seq.). Please be advised that all communications submitted to City officials and staff are subject to public disclosure under the California Public Records Act. There are limited exceptions that allow the City to redact personal information under the California Public Records Act. If you have concerns regarding privacy, please do not include your personal identifying information, such as your name, e-mail, phone number, and home address in your correspondence to the City, including, but not limited to, public comment.

If you challenge the actions of the City Council in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in the public notices, or in written correspondence delivered to the City Council at, or prior to, the public hearing (California Government Code Section 65009).

Any legal action by an applicant seeking to obtain a judicial review of the City Council's decision on a Hearing listed on this Agenda may be subject to the 90-day filing period of and governed by Code of Civil Procedure Section 1094.6.

LEVINE ACT WARNING

Applicants and their agents before the City Council are subject to the campaign disclosure provisions detailed in Government Code Section 84308. No City Council Member may accept, solicit, or direct a contribution of more than \$500 from any party or agent for 12 months subsequent to the date a final decision is rendered by the City. This prohibition commences when your application has been filed, or the proceeding is otherwise initiated.

A party to a City proceeding - which includes both applicants and agents - shall disclose on the record of the proceeding any contribution of more than \$500 made to any Council Member by the applicant or agent, during the preceding 12 months. No party to a City proceeding, or agent, shall make a contribution to a Council Member during the proceeding and for 12 months following the date a final decision is rendered by the City.

Prior to rendering a decision on a City proceeding, any Council Member who received a contribution of more than \$500 within the preceding 12 months from any party, or agent, to a proceeding shall disclose that fact on the record of the proceeding and shall be disqualified from participating in the proceeding. However, if any Council Member receives a contribution that otherwise would require disqualification and returns the contribution within 30 days of

knowing about the contribution and the relevant proceeding, the Council Member shall be permitted to participate in the proceeding.

If you believe that these provisions apply to you or a Council Member, please inform the City Clerk at the earliest possible opportunity. Failure to do so may affect the City's ability to process your application.



CITY COUNCIL AGENDA

REGULAR MEETING

TUESDAY, AUGUST 26, 2025, 6:00 PM

KENT HALL – CITY HALL CAMPUS – 111 W SANTA ANA ST, OJAI, CA

ANDY GILMAN, MAYOR

COUNCIL MEMBERS:

DISTRICT 1 – LESLIE RULE

DISTRICT 3 – ANDREW WHITMAN

DISTRICT 2 – RACHEL LANG, MAYOR PRO TEM

DISTRICT 4 – KIM MANG

BEN HARVEY
CITY MANAGER

MATTHEW SUMMERS
CITY ATTORNEY

WESTON MONTGOMERY
CHIEF DEPUTY CITY CLERK

Mayor Gilman called the Regular Meeting of the Ojai City Council to order on August 26, 2025, at 6:00 p.m.

ROLL CALL

On the call of the roll, the following were present in the Kent Hall Council Chambers: Mayor Gilman, Mayor Pro Tem Lang, and Council Members Rule, Whitman, and Mang.

Also present in the Kent Hall Council Chambers: City Manager Harvey, Assistant City Attorney Anderson, Chief Deputy City Clerk Montgomery.

ABSENCES

PLEDGE OF ALLEGIANCE

Chief Deputy City Clerk Montgomery led the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion:

It was moved by Mayor Gilman with a second by Council Member Whitman, to approve the Agenda of the August 26, 2025, Regular Meeting, and to reorder and switch Items 7 and 9 in the agenda order.

Council Action:

Unanimous consent reached through the Mayor, with five (5) in favor and

zero (0) against.

COMMISSION REPORTS

Arts Commission Chair West provided an oral report.

CITY MANAGER'S REPORT

City Manager Harvey provided an oral report.

PUBLIC COMMUNICATIONS

CONSENT CALENDAR (Items 1.a – 1.i)

All matters listed on the Consent Calendar are to be considered routine by the governing bodies and will be enacted by one motion in the form listed. There will be no discussion of these items unless, before the governing body votes on the motion to adopt, specific items are removed from the Consent Calendar for separate motions.

1. a) Waiver of Reading in Full of Any and All Ordinances Listed on this Agenda and Provide that they be Read by Title Only and Directing the Clerk to Assign an Ordinance Number Upon Successful Introduction
- b) **City of Ojai Warrants for July 28, 2025 – August 10, 2025**
RECOMMENDATION: Receive and file.
- c) **July 31, 2025 Treasurer's Monthly Report of Cash and Investments for the City of Ojai**
RECOMMENDATION: Receive and file.
- d) **Minutes of the Finance and Budget Committee from the June 5, 2025 Meeting**
RECOMMENDATION: Receive and file.
- e) **Minutes of the Historic Preservation Commission from the July 10, 2025 Regular Meeting**
RECOMMENDATION: Receive and file.
- f) **Minutes of the City Council from the July 8, 2025, Regular Meeting**
RECOMMENDATION: Approve.
- g) **Adoption of Ordinance [Second Reading] Amending and Restating Section 9-1.1001 and adding Section 9-1.701(g) of the Ojai Municipal Code | Establish efficiency requirements for single-family homeowners for major renovations and additions to reduce greenhouse gas emissions in the City of Ojai**
RECOMMENDATION: That the City Council adopt the proposed ordinance (Attachment A) amending and restating Section 9-1.1001 and adding

Section 9-1.701(g) of the Ojai Municipal Code to establish efficiency requirements for single-family homeowners for major renovations and additions to reduce greenhouse gas emissions in the City of Ojai.

Council Member Mang pulled Item 1.b for discussion.

Motion:

It was moved by Mayor Pro Tem Lang with a second by Council Member Mang, to approve the Consent Calendar of the August 26, 2025, Regular Meeting.

Roll Call:

On the call of the roll, the vote was four (4) in favor and one (1) abstain.

Ayes: Gilman, Lang, Whitman, Mang

Noes: None

Abstain: Rule

Absent: None

MOTION PASSES

Motion:

It was moved by Mayor Pro Tem Lang with a second by Mayor Gilman, to approve Item 1.b.

Roll Call:

On the call of the roll, the vote was five (5) in favor and zero (0) against.

Ayes: Lang, Mang, Rule, Gilman, Whitman

Noes: None

Abstain: None

Absent: None

MOTION PASSES

DISCUSSION

2. Wildfire Safety and Risk Mitigation Services - Revised Ojai Valley Fire Safe Proposal

RECOMMENDATION:

1. Review and consider approval of the revised proposal submitted by the Ojai Valley Fire Safe Council (OVFSC), limiting the scope of wildfire safety and risk mitigation services to (1) Community Outreach and Education and (2) Structural Hardening, Parcel & Community-Level Mitigation; and
2. If it so desires, authorize the City Manager to enter into a professional services agreement with OVFSC for the revised scope in an amount not to exceed \$386,025;
3. Approve appropriation of \$386,025, from the available Measure C Fund Balance to the Capital and Special Project Fund to fund the agreement with the OVFSC; or
4. Provide alternate direction to the City Manager related to wildfire safety and risk mitigation services.

Motion:

It was moved by Mayor Gilman, with a second by Council Member Rule, to approve Item 2, as recommended.

Roll Call:

On the call of the roll, the vote was three (3) in favor and two (2) against.

Ayes: Rule, Lang, Gilman

Noes: Mang, Whitman

Abstain: None

Absent: None

MOTION PASSES

3. City of Ojai / Ojai Unified School District 2:2 Committee and Request for City Special Housing Counsel

RECOMMENDATION:

1. Appoint two City Council Members for a proposed 2:2 (two on two) committee with two Members of the Ojai Unified School District (OUSD) Board for the purpose of discussing matters of mutual interest between the City and OUSD; and
2. Authorize the City Manager to enter into an agreement to retain Sunny Soltani, Managing Partner of Aleshire & Wynder, to serve as Special Housing Counsel to the City.

Motion:

It was moved by Council Member Whitman, with a second by Mayor Gilman, to (1) appoint Mayor Gilman and Council Member Whitman to an ad hoc committee for housing related topics with the Ojai Unified School District; (2) appoint Council Member Rule and Council Member Mang to an ad hoc committee for student involvement in City Council goals with the Ojai Unified School District; (3) that the ad hoc committees be obligated to provide periodic reports to the City Council; (4) that the ad hoc time period be established at 6 months; and (5) to pause efforts needing special housing counsel.

Roll Call:

On the call of the roll, the vote was five (5) in favor and zero (0) against.

Ayes: Whitman, Gilman, Lang, Rule, Mang

Noes: None

Abstain: None

Absent: None

MOTION PASSES

4. Ojai Tent Town Expenses

RECOMMENDATION: Receive the report regarding Ojai Tent Town expenses from Fiscal Year 2023-24 to June 30, 2025 unaudited.

Received and filed.

5. Rincon Consultants Phase II ESA Contract Amendment | PSA in an additional amount not to exceed \$51,133 to Implement Remedial Action Plan Under Guidance of The Department of Toxic Substance Control, Located at 611 South Montgomery Street, Ojai Permanent Supportive Housing Project

RECOMMENDATION: That the City Council considers the proposal from Rincon Consultants to amend the existing Professional Services Agreement (PSA) contract between the City and Rincon for an additional amount not to exceed \$51,133 and continue their guidance through the remedial excavation of onsite dirt consistent with the remedial action plan and under the guidance of the Department of Toxic Substance Control, consistent with the Phase II Environmental Site Assessment (ESA) findings.

Motion:

It was moved by Mayor Gilman, with a second by Mayor Pro Tem Lang, to approve Item 5, as recommended.

Roll Call:

On the call of the roll, the vote was three (3) in favor and two (2) against.

Ayes: Gilman, Rule, Lang

Noes: Mang, Whitman

Abstain: None

Absent: None

MOTION PASSES

6. Resolution Reinstating the Accessory Dwelling Unit (ADU)/Second Unit Compliance Program Guidelines and Removing the Application Deadline

RECOMMENDATION: That the City Council consider adopting a resolution (Attachment A) reinstating the program and removing the deadline for submitting applications for the Accessory Dwelling Unit (ADU)/Second Unit Compliance Program.

Motion:

It was moved by Mayor Gilman, with a second by Council Member Rule, to approve Item 6, as recommended.

Roll Call:

On the call of the roll, the vote was five (5) in favor and zero (0) against.

Ayes: Rule, Lang, Whitman, Gilman, Mang

Noes: None

Abstain: None

Absent: None

MOTION PASSES

7. Concept Review | Alternatives to Building Appeals Board

RECOMMENDATION: That the City Council discuss and provide direction, if appropriate, on the City's current building code and building permit appeals process, including potential alternatives to the existing Building Appeals Board.

Item 7 was continued to a future agenda.

8. Community Aquatics Center Programming and Facilities

RECOMMENDATION:

1. Direct staff to initiate discussions with Ojai Unified School District (OUSD) and Channel Islands YMCA regarding City involvement and support for community programming to commence in the Fall of 2025 at the new Nordhoff High School aquatics center; and
2. Discuss and determine whether City Council consensus exists for a proposed community aquatics center at Soule Park, and if so, direct staff to conduct preliminary feasibility discussions with the County of Ventura; and
3. Return to the City Council with feedback and decision points from any discussions held for City Council review and consideration.

Motion:

It was moved by Council Member Whitman, with a second by Mayor Pro Tem Lang, to direct staff to initiate discussion with the Ojai Unified School District and non-profit group of interest, to analyze partnership agreement examples, to analyze lifeguard staffing needs, and to return with a future agenda item for the inclusion of a “splash pad” style water feature.

Roll Call:

On the call of the roll, the vote was five (5) in favor and zero (0) against.

Ayes: Mang, Gilman, Rule, Whitman, Lang

Noes: None

Abstain: None

Absent: None

MOTION PASSES

9. Request for Reimbursement of International Conference Travel Expense for Council Member Rule

RECOMMENDATION: Authorize reimbursement of Council Member Rule for up to \$1,990.00 for incurred and anticipated international conference travel expenses.

Motion:

It was moved by Mayor Gilman, with a second by Mayor Pro Tem Lang, to approve Item 9, as recommended.

Roll Call:

On the call of the roll, the vote was four (4) in favor and one (1) abstain.

Ayes: Lang, Mang, Rule, Gilman

Noes: None

Abstain: Whitman
Absent: None
MOTION PASSES

COUNCIL MEMBER'S REPORTS

FUTURE AGENDA ITEMS

Council Member Whitman, with Council Member Mang, requested a Concept Review item for Contract Services Categories and Listings for Review, and for which areas to study for contractor vs. City employee.

Mayor Gilman requested (1) a City Council policy on technology use at the dais; (2) Nitrous Oxide product sales in the City; (3) City Council travel policy; and (4) a Ojai Community Farmers Market interim assistance and relocation discussion item.

ADJOURNMENT

Mayor Gilman adjourned the August 26, 2025, Regular Meeting at 10:15 p.m., until the September 9, 2025 Regular Meeting at 6:00 p.m.

Prepared by: Weston Montgomery, Chief Deputy City Clerk



CITY COUNCIL MINUTES

SPECIAL MEETING FOR CLOSED SESSION

TUESDAY, AUGUST 26, 2025, 5:00 PM

KENT HALL – CITY HALL CAMPUS – 111 W SANTA ANA ST, OJAI, CA

ANDY GILMAN, MAYOR

COUNCIL MEMBERS:

DISTRICT 1 – LESLIE RULE

DISTRICT 3 – ANDREW WHITMAN

DISTRICT 2 – RACHEL LANG, MAYOR PRO TEM

DISTRICT 4 – KIM MANG

BEN HARVEY
CITY MANAGER

MATTHEW SUMMERS
CITY ATTORNEY

WESTON MONTGOMERY
CHIEF DEPUTY CITY CLERK

Mayor Gilman called the Special Meeting of the Ojai City Council to order on August 26, 2025, at 5:00 p.m.

ROLL CALL

On the call of the roll, the following were present in the Kent Hall Chambers: Mayor Gilman, Mayor Pro Tem Lang, and Council Members Rule, Whitman, and Mang.

Also present in the Kent Hall Chambers: City Manager Harvey, City Attorney Summers, and Chief Deputy City Clerk Montgomery

ABSENCES

PLEDGE OF ALLEGIANCE

Chief Deputy City Clerk Montgomery led the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion:

It was moved by Council Member Rule, with a second by Mayor Pro Tem Lang, to approve the Agenda of the August 26, 2025, Special Meeting.

Council Action:

Consent reached through the Mayor, with five (5) in favor and zero (0) against.

CLOSED SESSION

1. Conference with Labor Negotiators - (Government Code Section 54957.6)

Public Employee(s)

City Negotiator: Kathy Holman, Human Resources/Risk Manager

Employees: Trolley Drivers

2. Conference with Labor Negotiators - (Government Code Section 54957.6)

Public Employee(s)

City Negotiator: Kathy Holman, Human Resources/Risk Manager

Employees: All Unrepresented Employees

City Attorney Summers reported that no reportable action was available on both Items 1 and 2, and any potential future action would be required to take place in an open session.

ADJOURNMENT

Mayor Gilman adjourned the August 26, 2025, Special Meeting at 6:00 p.m., until the August 26, 2025, Regular Meeting immediately following.

Prepared by: Weston Montgomery, Chief Deputy City Clerk



CITY COUNCIL MINUTES

SPECIAL MEETING FOR CLOSED SESSION

TUESDAY, AUGUST 12, 2025, 5:00 PM

KENT HALL – CITY HALL CAMPUS – 111 W SANTA ANA ST, OJAI, CA

ANDY GILMAN, MAYOR

COUNCIL MEMBERS:

DISTRICT 1 – LESLIE RULE

DISTRICT 3 – ANDREW WHITMAN

DISTRICT 2 – RACHEL LANG, MAYOR PRO TEM

DISTRICT 4 – KIM MANG

BEN HARVEY
CITY MANAGER

MATTHEW SUMMERS
CITY ATTORNEY

WESTON MONTGOMERY
CHIEF DEPUTY CITY CLERK

Mayor Gilman called the Special Meeting of the Ojai City Council to order on August 12, 2025, at 5:00 p.m.

ROLL CALL

On the call of the roll, the following were present in the Kent Hall Chambers: Mayor Gilman, Mayor Pro Tem Lang, and Council Members Rule, Whitman, and Mang.

Also present in the Kent Hall Chambers: City Manager Harvey, City Attorney Summers, and Chief Deputy City Clerk Montgomery

ABSENCES

PLEDGE OF ALLEGIANCE

Chief Deputy City Clerk Montgomery led the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion:

It was moved by Mayor Gilman, with a second by Mayor Pro Tem Lang, to approve the Agenda of the August 12, 2025, Special Meeting.

Council Action:

Consent reached through the Mayor, with five (5) in favor and zero (0) against.

CLOSED SESSION

1. Conference with Labor Negotiators - (Government Code Section 54957.6)

Public Employee(s)

City Negotiator: Kathy Holman, Human Resources/Risk Manager

Employees: All Unrepresented Employees

City Attorney Summers reported that no reportable action was available on Item 1, and any potential future action would be required to take place in an open session.

ADJOURNMENT

Mayor Gilman adjourned the August 12, 2025, Special Meeting at 6:04 p.m., until the August 12, 2025, Regular Meeting immediately following.

Prepared by: Weston Montgomery, Chief Deputy City Clerk



CITY COUNCIL MINUTES

SPECIAL MEETING FOR PRESENTATIONS

TUESDAY, AUGUST 12, 2025, 6:00 PM

(REGULAR MEETING IMMEDIATELY FOLLOWING)

KENT HALL – CITY HALL CAMPUS – 111 W SANTA ANA ST, OJAI, CA

ANDY GILMAN, MAYOR

COUNCIL MEMBERS:

DISTRICT 1 – LESLIE RULE

DISTRICT 3 – ANDREW WHITMAN

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BEN HARVEY
CITY MANAGER

MATTHEW SUMMERS
CITY ATTORNEY

WESTON MONTGOMERY
CHIEF DEPUTY CITY CLERK

Mayor Gilman called the Special Meeting of the Ojai City Council to order on August 12, 2025, at 6:04 p.m.

ROLL CALL

On the call of the roll, the following were present in the Kent Hall Chambers: Mayor Gilman, Mayor Pro Tem Lang, and Council Members Rule, Whitman, and Mang.

Also present in the Kent Hall Chambers: City Manager Harvey, City Attorney Summers, and Chief Deputy City Clerk Montgomery

ABSENCES

PLEDGE OF ALLEGIANCE

Chief Deputy City Clerk Montgomery led the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion:

It was moved by Mayor Pro Tem Lang, with a second by Mayor Gilman, to approve the Agenda of the August 12, 2025, Special Meeting.

Council Action:

Consent reached through the Mayor, with five (5) in favor and zero (0) against.

PRESENTATIONS

1. **Ojai Police Chief Steve Jenkins to Provide an Introduction of Deputy Eric Burnett, Ojai's Motor Officer**

City Council accepted public comments and received the presentation.

2. **The Ojai Valley Green Coalition and Kathy Nolan to Provide a Progress Report on the City Hall Campus Master Plan**

City Council accepted public comments and received the presentation.

ADJOURNMENT

Mayor Gilman adjourned the August 12, 2025, Special Meeting at 6:30 p.m., until the August 12, 2025, Regular Meeting immediately following.

Prepared by: Weston Montgomery, Chief Deputy City Clerk



CITY COUNCIL MINUTES

SPECIAL MEETING

TUESDAY, AUGUST 5, 2025 – 6:00 PM

KENT HALL – CITY HALL CAMPUS – 111 W SANTA ANA ST, OJAI, CA

ANDY GILMAN, MAYOR

COUNCIL MEMBERS:

DISTRICT 1 – LESLIE RULE

DISTRICT 3 – ANDREW WHITMAN

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DISTRICT 4 – KIM MANG

BEN HARVEY
CITY MANAGER

MATTHEW SUMMERS
CITY ATTORNEY

WESTON MONTGOMERY
CHIEF DEPUTY CITY CLERK

Mayor Gilman called the Special Meeting of the Ojai City Council to order on August 5, 2025, at 6:00 p.m.

ROLL CALL

On the call of the roll, the following were present in the Kent Hall Chambers: Mayor Gilman, Mayor Pro Tem Lang, and Council Members Rule, Whitman, and Mang.

Also present in the Kent Hall Chambers: City Manager Harvey, City Attorney Summers, and Chief Deputy City Clerk Montgomery

ABSENCES

PLEDGE OF ALLEGIANCE

Chief Deputy City Clerk Montgomery led the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion:

It was moved by Mayor Pro Tem Lang, with a second by Council Member Whitman, to approve the Agenda of the August 5, 2025, Special Meeting.

Council Action:

Consent reached through the Mayor, with five (5) in favor and zero (0) against.

DISCUSSION

1. Community Workshop | Proposed Single-Family Flexpath Energy Efficiency Measures

RECOMMENDATION: Conduct a community workshop regarding the proposed single-family flexpath energy efficiency approach; receive input from the community; ask clarifying questions, and provide input to staff.

City Council provided input to staff with no formal action.

2. City Council Goals

RECOMMENDATION: Further discuss and establish prioritized tactics for City Council Goals 6 through 9 (Diversifying Economy/Tourism Management, Climate Resiliency, Financial Stability and Communication and Relationships).

City Council provided input to staff with no formal action.

ADJOURNMENT

Mayor Gilman adjourned the August 5, 2025, Special Meeting at 8:55 p.m., until the August 12, 2025, Regular Meeting.

Prepared by: Weston Montgomery, Chief Deputy City Clerk



Administrative Report

TO: Honorable City Council

FROM: Ben Harvey, City Manager
Michelle Johnson, Interim Finance Controller

MEETING DATE: September 9, 2025

SUBJECT: City of Ojai Warrants for August 11, 2025 – August 24, 2025

RECOMMENDATION

Receive and file.

DISCUSSION

Disbursement Warrant Check Numbers: 79427-79491
Payroll Warrant Check Numbers: 38338-38342
Number of Direct Deposits: 64

City of Ojai Disbursement Warrants for General Fund and Special Revenue Funds	\$ 1,306,228.14
Payroll – August 21, 2025	<u>122,741.85</u>
Total	\$ 1,428,969.99

CITY COUNCIL GOALS ALIGNMENT

Goal No. 8 - Financial Stability

OPTIONS

1. Take no action.
2. Provide alternate direction to staff.

FISCAL IMPACT

There is no fiscal impact associated with this action. The list of warrants is presented for informational purposes only and reflects payments previously authorized and budgeted.


Prepared by: Scott Avila

ATTACHMENT(S)

- A. Check Register

Warrant Register for the Meeting Date September 09, 2025

Per Section 37208 of the Government Code, I hereby certify that the referenced demands conform to the approved budget except as noted and have been paid. These demands are hereby submitted to the City Council for receipt and file.



Michelle Johnson, Interim Finance Controller

Check Register

Check Summary By Check Number



Check No	Vendor Name	Check Date	Check Amount
79427	AllConnected, Inc. August 2025 Monthly IT Support	08/14/2025	4,509.40
79428	Amy Farah Weiss August 2025 OTT Monthly Trailer Rental	08/14/2025	500.00
79429	Aqua-Flo Supply Supplies for Citywide Maintenance	08/14/2025	6,813.56
79430	AT&T July 2025 Telephone	08/14/2025	283.74
79431	Ben Harvey Employee Reimbursement	08/14/2025	140.80
79432	BKS Law Firm, PC June 2025 Ventura Watershed Litigation	08/14/2025	1,757.00
79433	Eilam Byle City Street Signs	08/14/2025	1,970.00
79434	California Municipal Statistics, Inc. City Statistics Valuation	08/14/2025	1,250.00
79435	California Solar Electric Systems Inc. Public Works Backup Generator Replacement	08/14/2025	50,155.00
79436	California State Disbursement Unit August 2025 Payroll Expense	08/14/2025	82.15
79437	Casitas Municipal Water District June 2025 Water	08/14/2025	7,605.60
79438	City Management Advisors LLC Finance Director Recruitment Services	08/14/2025	9,333.33
79439	Concerned Resource & Environmental Workers Citywide Brush Removal & Tree Watering Crew	08/14/2025	10,289.17
79440	County Fire Protection Fire Extinguisher Service & Certification	08/14/2025	1,666.12

Check Register

Check Summary By Check Number



Check No	Vendor Name	Check Date	Check Amount
79441	DATCO Substance Test for Trolley Drivers	08/14/2025	60.00
79442	Delta Liquid Energy July & August 2025 Trolley Fuel	08/14/2025	1,523.06
79443	Dispensing Technology Supplies for Citywide Street Maintenance	08/14/2025	2,602.37
79444	DocuProducts May-August 2025 Copy Machine Printing Costs	08/14/2025	3,531.58
79445	EideBailly LLP July 2025 Finance Process Improvement	08/14/2025	5,442.25
79446	Emmanuel A Mendez August 2025 City Transit Wash	08/14/2025	1,825.00
79447	Fence Factory Rentals August 2025 Temporary Fence Rental for OTT	08/14/2025	170.10
79448	Geoffrey T Black Fall 2025 Activity Guide	08/14/2025	1,428.00
79449	Greg Rents Public Works Equipment Rental	08/14/2025	298.72
79450	HdL Coren & Cone ACFR Statistical Package	08/14/2025	795.00
79451	Hometown Trolley Supplies for Trolley Maintenance	08/14/2025	443.78
79452	Johannes M Pouw Recreation Class- Sports Camp	08/14/2025	1,314.95
79453	Jumping Joe's Wet Slide for Recreation Day Camp	08/14/2025	378.00
79454	Kelly Cleaning & Supplies, Inc. July & August 2025 City Janitorial Services	08/14/2025	8,423.08

Check Register

Check Summary By Check Number



Check No	Vendor Name	Check Date	Check Amount
79455	Kroll Associates, Inc. Forensic Financial Investigation	08/14/2025	20,278.25
79456	Living Aikido Recreation Class- Aikido	08/14/2025	234.00
79457	Lowen Academy Recreatin Class- Online Driver Education	08/14/2025	28.00
79458	Lynn Simonson Recreation Class- Yoga	08/14/2025	391.30
79459	Meiners Oaks Hardware Supplies for Citywide Maintenance	08/14/2025	735.76
79460	Meyers Nave, A Professional Corporation June 2025 Special Counsel- Indemnification Analysis	08/14/2025	4,260.00
79461	MV Cheng & Associates Inc. June 2025 Finance Consulting Services	08/14/2025	11,582.50
79462	Ojai Auto Supply Supplies for PW Truck Repairs	08/14/2025	156.83
79463	Ojai Lumber Company Inc Supplies for Citywide Maintenance	08/14/2025	348.56
79464	Ojai Valley News July 2025 Legal Ads	08/14/2025	538.00
79465	Ojai Valley Sanitary District August 2025 Sewer Services	08/14/2025	1,635.62
79466	Phoenix Group Info Systems June 2025 Citation Processing	08/14/2025	161.72
79467	Pitney Bowes Global Financial Services LLC July- September 2025 Postage Machine Lease	08/14/2025	184.30
79468	Prudential Overall Supply Public Works Cleaning Supplies & Clothing Allowance	08/14/2025	245.40

Check Register

Check Summary By Check Number



Check No	Vendor Name	Check Date	Check Amount
79469	Puretec Industrial Water August 2025 Transit Water Tank Rental	08/14/2025	146.43
79470	Ready Refresh by Nestle July 2025 Drinking Water for City Departments	08/14/2025	1,109.28
79471	Christopher Reno Repairs to City Trolley	08/14/2025	400.00
79472	Science-Dipity Recreation Class - Bubble-ology Camp	08/14/2025	1,132.95
79473	Jan C. Scow Citywide Tree Site Visit Evaluation	08/14/2025	175.00
79474	Secural Security Corporation July 2025 City Unhoused Security	08/14/2025	7,562.96
79475	Sinclair Sanitary Supply, Inc. Supplies for Citywide Maintenance	08/14/2025	750.09
79476	So Cal Gas July 2025 Gas	08/14/2025	124.31
79477	Solid Waste Solutions Inc. July 2025 Cal Recycle Program	08/14/2025	2,251.00
79478	Southern CA Edison July 2025 City Street Lights	08/14/2025	27,586.36
79479	Springbrook Holding Company, LLC April-June 2025 Purchase Order & System Wide Access Training	08/14/2025	2,535.00
79480	SSD Systems September 2025 Libbey Bowl Fire Alarm	08/14/2025	236.42
79481	Starlight Dance Academy Recreation Class - Defying Gravity Camp	08/14/2025	1,365.00
79482	Toro Enterprises, Inc. June 2025 City Pavement Rehabilitation	08/14/2025	780,233.51

Check Register

Check Summary By Check Number



Check No	Vendor Name	Check Date	Check Amount
79483	Trail Rides of Ojai DBA Infinite Horsemanship Recreation Class- Western Horsemanship	08/14/2025	532.00
79484	Transtech Engineers, Inc Supplies for Citywide Street Maintenance	08/14/2025	5,713.13
79485	VC Fusion Soccer Recreation Class- Soccer Camp	08/14/2025	1,117.50
79486	Ventura County Auditor-Controller June 2025 Citation County Fees	08/14/2025	117.50
79487	Ventura Signs & Screen Printing Recreation Adult Softball Championship Shirts	08/14/2025	257.52
79488	Verizon Wireless June 2025 City Cell Phones & Tablet for Building and Safety Services	08/14/2025	2,688.76
79489	Western NRG Inc August 2025 Email Security Support	08/14/2025	65.00
79490	Westridge Market Inc Supplies for City Department Meetings	08/14/2025	58.81
79491	Witherspoon Industries Inc City Unhoused Property Removal	08/14/2025	180.00
ACH	Willdan Engineering May & June 2025 Plan Checking Services	08/18/2025	9,809.00
ACH	Mission Square 457 ACH August 2025 Payroll Expense	08/20/2025	9,420.43
ACH	IRS ACH August 2025 Payroll Expense	08/21/2025	47,610.38
ACH	EDD ACH August 2025 Payroll Expense	08/21/2025	7,381.72
ACH	Ameriflex: Claims ACH August 2025 Payroll Expense	08/14/2025	1,260.43

Check Register

Check Summary By Check Number



Check No	Vendor Name	Check Date	Check Amount
ACH	Altigen Communications, Inc. August 2025 City Telephone	08/18/2025	900.06
ACH	Amazon.com/Sales, Inc July 2025 Miscellaneous Supplies	08/18/2025	2,472.47
ACH	CalPERS CERBT ACH FY25-26 Pension & Retiree Benefit Prefunding	08/14/2025	200,000.00
ACH	ActiveNet ACH Recreation Annual Software Subscription	08/18/2025	2,566.67
ACH	CalPERS Retirement ACH August 2025 Payroll Expense	08/22/2025	23,096.45
		Total	1,306,228.14
ACH	Payroll Pay Period 8/4/2025-8/17/2025	08/21/2025	122,741.85
	Wire & Paper Check Total		122,741.85
	Grand Total		\$ 1,428,969.99



Administrative Report

TO: Honorable City Council

FROM: Ben Harvey, City Manager
Michelle Johnson, Finance Controller, Interim

MEETING DATE: September 9, 2025

SUBJECT: Authorize 1st Amendment with MV Cheng & Associates, Inc.
for Accounting Support Services

RECOMMENDATIONS

1. Authorize the City Manager to execute the first amendment to Professional Services Agreement with MV Cheng & Associates, Inc. (MVC) to increase the not-to-exceed amount to \$75,000 for accounting support services; and
2. Authorize transferring appropriations within the Finance Department Budget of \$70,000 from Salaries & Benefits to Contract Services; and
3. Ratify Expenses from May 1, 2025 – September 9, 2025, in the amount of \$43,813.

DISCUSSION

On May 1, 2025, the City Manager approved an agreement with MV Cheng & Associates, Inc. for financial consulting services. The City's Finance Department has experienced staffing vacancies and workload constraints. MVC is focusing on backfilling for the vacant accountant and supporting clerical support. Continuing with MV Cheng & Associates will provide the City with experienced specialized support.

The proposed contract amendment will be billed on an hourly basis based on actual work performed. Tasks will be coordinated with City staff to ensure that services are prioritized to meet the City's most urgent and impactful needs. This engagement is a proactive step toward ensuring financial continuity, accountability, and efficiency during a time of limited internal resources.

During a routine review of accounts payable and the warrant register, staff identified that the Finance Department's contracted services have exceeded the approved contract amount by \$43,813 for the period of May 1, 2025, through September 9, 2025.

These expenditures were necessary to maintain essential financial operations, including month-end and year-end closing procedures, while the permanent Senior Accountant position remains vacant and is currently in the recruitment process. The contracted Senior Accountant services have been critical to ensuring continuity of financial reporting and compliance with statutory requirements. Additionally, a contracted Accounting Technician provides part-time support for daily departmental workflow. Staff is working diligently to fill

the vacant position and continues to implement enhanced controls and procedures to address identified gaps in financial oversight and departmental operations.

MVC has unique knowledge of the City's financial systems, personnel, and workflows due to their prior engagement with the City. Their existing familiarity enables them to provide timely and efficient services without the need for additional onboarding, thereby avoiding service disruption and saving both time and public funds. Additionally, no other vendor can provide this level of continuity at this time without incurring substantial costs, delays, or risk to compliance and operational effectiveness.

Staff remain committed to strengthening the effectiveness, transparency, and internal controls of their financial operations. In alignment with these goals, staff recommend amending the agreement and authorizing the City Manager to execute the first amendment to PSA Agreement with MVC to increase the amount not to exceed \$75,000. City Council approval is required because the contract amount is above the City Manager's purchasing authority.

CITY COUNCIL GOALS ALIGNMENT

Goal No. 8 - Financial Stability

OPTIONS

1. Take no action;
2. Provide alternative direction to staff.

FISCAL IMPACT

The proposed contract amendment is not to exceed \$75,000 and is fully funded within the adopted FY2025-2026. The Finance Department Budget has sufficient staff savings due to the accountancy vacancy. Transfer appropriations in the amount of \$70,000 within the Finance Department:

Reducing – Salaries	010-1104-0011-000	(\$50,000)
Reducing - Benefits	010-1104-0012-006	(\$20,000)
Increasing - Contract Services	010-1104-0147-300	\$70,000

Prepared by: Michelle Johnson, Finance Controller, Interim

ATTACHMENT

- A. Amendment No 1 Professional Services Agreement with MC Cheng & Associates, Inc.

AMENDMENT No. 1 TO PROFESSIONAL SERVICES AGREEMENT
(City of Ojai and [MV Cheng & Associates, Inc.]

This Amendment No.1 (“Amendment”) to Professional Services Agreement (“Agreement”) is made on this 9th day of September 2025 at Ojai, California, by and between the City of Ojai, a California municipal corporation (“City”) and MV Cheng & Associates, Inc., a California S corporation (“Consultant”).

This Amendment modifies the original Agreement between the City and the Consultant dated May 1, 2025, in the following fashion:

- ☐ A. City and Consultant desire to amend the Agreement by modifying section 3.4 – Expiration Date of the “Agreement” to read as follows:

3.4 Expiration Date: _____.

- ☒ B. City and Consultant desire to amend the Agreement by modifying the total compensation and costs payable to Consultant under this Agreement to a not-to-exceed sum of \$75,000.

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

“City”
City of Ojai

By: _____
Ben Harvey, City Manager

Date: _____

“Consultant”
MV Cheng & Associates, Inc.

By: _____
Misty Cheng, CEO

Date: _____

Attest:
By: _____
Weston Montgomery, Chief Deputy
City Clerk

Date: _____

Approved as to form:

By: _____
Matthew T. Summers, City Attorney

Date: _____



Administrative Report

TO: Honorable City Council

FROM: Ben Harvey, City Manager
Lindy Palmer, Public Works Director

MEETING DATE: September 9, 2025

SUBJECT: Award Public Works Agreement to Ventura Regional Sanitary District for Storm Drain Cleaning and Video Inspections

RECOMMENDATION

That the City Council authorizes the City Manager to enter into PW Agreement No. 2025-31 with Ventura Regional Sanitary District (VRSD, a special district) for storm drain cleaning and video inspection in the amount of \$57,848.00 and authorize a contingency of \$11,570.00 (approximately 20%) for unforeseen change orders that may be required for a total authorized expenditure of \$69,418.00.

DISCUSSION

Design work for the 2025 Pavement Rehabilitation Project is currently underway. As part of this effort, staff are concurrently evaluating opportunities to address underground infrastructure needs, specifically storm drains, to protect and preserve the City's investment in new pavement and provide much needed maintenance to the City's storm drain system. The City's storm drain system is in urgent need of repair, replacement and maintenance.

During the previous paving project, two failed storm drains were identified during construction, requiring replacement at an approximate cost of \$50,000 each. These failures occurred because the storm drain system is aging (60+ years old) and the pipe has exceeded its life expectancy. The goal is to identify possible storm drainpipe failures prior to beginning the paving, thus allowing the repairs/replacements to be included with the paving project and avoiding unexpected costs and delays.

In order to accomplish this, staff are taking a proactive approach by inspecting and cleaning all storm drains in the project area prior to paving. The work will include:

- Video inspection of storm drains to assess condition and identify potential failures.
- Cleaning and removal of debris to ensure proper flow.
- Condition assessment to prioritize necessary repairs before pavement rehabilitation.

This strategic effort will help the city avoid costly emergency repairs, minimize disruption to paving operations, and extend the life of the new pavement.

Formal bidding was not required since the total contract amount is under the \$60,000 threshold requirement per the California Uniform Public Construction Cost Accounting Act (CUPCCAA) and Ojai Municipal Code section 7-4.05(a). City Council approval is required because the contract amount is above the City Manager's purchasing authority.

CITY COUNCIL GOALS ALIGNMENT

Goal No. 4 - Infrastructure Maintenance and Improvement

Goal No. 5 - Public Safety

OPTIONS

1. Take no action;
2. Provide alternative direction to staff.

FISCAL IMPACT

Funding for storm drain cleaning and video inspection are included in Capital Improvement Fund, Account No. 031-1604-0814-007 in the amount of \$200,000 for FY 25/26.

Prepared by: Lindy Palmer, Public Works Director

ATTACHMENT(S)

- A. PW Agreement No. 2025-31 with Ventura Regional Sanitary District

AGREEMENT FOR STORM DRAIN CLEANING AND VIDEO INSPECTION

This Agreement ("Agreement"), effective as of September 9, 2025, ("Effective Date"), is between Ventura Regional Sanitary District, ("Contractor"), a special district authorized by California Health & Safety Code §4700 et seq., and the City of Ojai, a California municipal corporation and general law city ("City"), collectively referred to as the "Parties." City and Contractor agree as follows:

1. Payment for Work:

City's payments to Contractor for the Work during the Term may not exceed the sum of \$57,848.00 unless modified by mutual agreement in writing by the Parties in accordance with Section 10 below.

Contractor must furnish City with an invoice for all Work performed not more than once per month for the prior month's Work. Except as to any charges for Work performed or expenses incurred by Contractor that are disputed by City, City will cause Contractor to be paid within 30 days of receipt of Contractor's invoice.

Any payment to Contractor for Work performed under this Agreement will not be deemed to waive any defects in the Work performed by Contractor.

2. Commencement of Work.

A. "Commencement Date": September 9, 2025

B. "Termination Date": December 9, 2025

3. Scope and Performance of Work:

Contractor represents and warrants that it has the qualifications, experience, equipment and facilities necessary to properly perform the work ("Work") described in the attached Exhibit A (Scope of Work).

Contractor agrees to perform the Work in a thorough, competent, and professional manner consistent with generally accepted standards and practices utilized by persons engaged in providing work similar to those required of Contractor under this Agreement. Contractor will furnish all the labor, technical, administrative, professional, and other personnel, all supplies and materials, equipment, and all other means whatsoever, except as otherwise expressly specified in this Agreement, necessary or proper to perform and complete the Work required of Contractor under this Agreement.

Contractor must obtain City's prior written approval before utilizing any subcontractors to perform any Work under this Agreement. This written approval must include the identity of the subcontractor and the terms of compensation and noted on the attached List of Subcontractors.

Contractor will not be compensated for any Work rendered in connection with this Agreement that is in addition to or outside of the Work set forth in Exhibit A, unless such additional Work is authorized in advance and in writing by City.

City may request changes to the Work, consisting of additions, deletions, or other revisions, and the compensation to be paid Contractor will be adjusted accordingly. All such changes must be authorized in writing and executed by Contractor and City. The cost or credit

to City resulting from changes in the Work will be determined by the written agreement between the Parties.

In performing the Work under this Agreement, Contractor is an independent contractor and has control over the manner in which the Work is performed provided that it is consistent with this Agreement. Contractor may not at any time or in any manner represent that it or any of its officers, employees, agents, or subcontractors are in any manner officers, employees, agents or subcontractors of City.

4. Campaign Contributions:

This Agreement is subject to Government Code section 84308, as amended by Senate Bill 1439 (2022), Senate Bill 1181 (2024), and Senate Bill 1243 (2024). Consultant shall disclose any contribution to an elected or appointed City official's campaign or committee in an amount of more than five hundred dollars (\$500) made within 12 months preceding the Commencement Date, by Consultant, its, her, or his agent, or another party affiliated with Consultant. Consultant shall provide a signed copy of the attached Campaign Contribution Disclosure Form to City prior to, or concurrent with, Consultant's execution of this Agreement and no later than the Commencement Date.

5. Term and Termination of Agreement:

The initial term ("Term") of this Agreement will be for a period of from the Effective Date and terminate on the Termination Date unless terminated sooner by City as provided in this section or otherwise extended by the mutual written agreement of the Parties. City may terminate this Agreement, with or without cause, at any time by written notice of termination to Contractor. In the event such notice is given, Contractor must cease immediately all Work in progress.

6. Labor Code and Prevailing Wage Requirements:

Contractor agrees to comply with the requirements of California Labor Code sections 1810 through 1815. Eight hours of labor constitutes a legal day's work per Labor Code section 1810. Contractor will forfeit the statutory penalty to City for each worker employed in the execution of this Agreement by Contractor or any subcontractor for each calendar day during which such worker is required or permitted to work more than eight hours in any one calendar day and 40 hours in any one calendar week in violation of the provisions of Labor Code sections 1810 through 1815. The statutory provisions for penalties for failure to pay prevailing wages or failure to comply with wage and hour laws will be enforced.

Copies of the determination of the Director of the Department of Industrial Relations of the prevailing rate of per diem wages for each craft, classification or type of worker needed to execute this Agreement are available for download from the State website:

<http://www.dir.ca.gov/OPRL/dprevwagedetermination.htm>.

Contractor must post at the work site, or if there is no regular work site then at its principal office, for the duration of the Contract, a copy of the determination by the Director of the Department of Industrial Relations of the specified prevailing rate of per diem wages. (Labor Code § 1773.2.) When applicable, copies of the prevailing rate of per diem wages will be on file at City's Administrative Services Department and available to Contractor and any other interested party upon request.

Contractor, and any subcontractor engaged by Contractor, may pay not less than the specified prevailing rate of per diem wages to all workers employed in the execution of the contract. (Labor Code § 1774.) Contractor is responsible for compliance with Labor Code section 1776 relative to the retention and inspection of payroll records.

Contractor must comply with all provisions of Labor Code section 1775. Under Section 1775, Contractor will forfeit the statutory penalty to City for each worker employed in the execution of the Agreement by Contractor or any subcontractor for each calendar day, or portion thereof, in which the worker is paid less than the prevailing rates. Contractor may also be liable to pay the difference between the prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate.

Nothing in this Agreement prevents Contractor or any subcontractor from employing properly registered apprentices in the execution of the Contract. Contractor is responsible for compliance with Labor Code section 1777.5 for all apprenticeable occupations. This statute requires that contractors and subcontractors must submit contract award information to the applicable joint apprenticeship committee, must employ apprentices in apprenticeable occupations in a ratio of not less than one hour of apprentice's work for every five hours of labor performed by a journeyman (unless an exception is granted under § 1777.5), must contribute to the fund or funds in each craft or trade or a like amount to the California Apprenticeship Council, and that contractors and subcontractors must not discriminate among otherwise qualified employees as apprentices solely on the ground of sex, race, religion, creed, national origin, ancestry or color. Only apprentices defined in Labor Code section 3077, who are in training under apprenticeship standards and who have written apprentice contracts, may be employed on public works in apprenticeable occupations.

Contractor has reviewed and agrees to comply with any applicable provisions for any public work subject to Department of Industrial Relations (DIR) Monitoring and Enforcement of prevailing wages, including the registration requirements of Labor Code Section 1771.1(a). City hereby notifies Contractor that Contractor is responsible for submitting certified payroll records directly to the State Compliance Monitoring Unit (CMU). For further information concerning compliance monitoring please visit the website location at: <http://www.dir.ca.gov/dlse/cmu/cmu.html>.

Contractor must comply with Labor Code section 1771.1(a), which provides that Contractor may award any contracts and subcontracts for work that qualifies as a "public work" only to subcontractors which are at that time registered with the DIR and qualified to perform public work pursuant to Labor Code section 1725.5. Contractor must obtain proof of such registration from all such subcontractors."

If federal funds are used to pay for the Work, Contractor and any subcontractor agree to comply, as applicable, with the labor and reporting requirements of the Davis-Bacon Act (40 USC § 276a-7), the Copeland Act (40 USC § 276c and 18 USC §874), and the Contract Work Hours and Safety Standards Act (40 USC § 327 and following).

7. General Legal Compliance:

In performing the Work, Contractor must comply with all applicable statutes, laws and regulations, including, but not limited to, OSHA requirements and the Ojai Municipal Code.

Contractor must, at Contractor's sole expense, obtain all necessary permits and licenses required for the Work, and give all necessary notices and pay all fees and taxes required by law, including, without limitation, any business license tax imposed by City

This Agreement is subject to the requirements of Government Code § 8546.7. That statute requires the Contractor shall be subject to the examination and audit of the California State Auditor, at the request of City or as part of any audit of City, for a period of three years after final payment under this Agreement.

[Add the following Labor Code requirements where the scope includes trenching or excavation in excess of 5-feet deep]

Labor Code § 6705: To the extent that the work requires trenches in excess of 5', prior to any excavation, contractor must provide and City, or a registered civil or structural engineer employed by the City to whom authority to accept has been delegated, must accept a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench or trenches. If such plan varies from the shoring system standards, the plan shall be prepared by a registered civil or structural engineer. Nothing in this section shall be deemed to allow the use of a shoring, sloping, or protective system less effective than that required by the Construction Safety Orders.

Labor Code § 6706: To the extent that the proposed work requires the construction of a pipeline, sewer, sewage disposal system, boring and jacking pits, or similar trenches or open excavations, in excess of five (5) feet, Contractor, pursuant to California Labor Code section 6707, is required to submit a separate bid, subject to the same provision herein, for such work.

8. Indemnification:

Contractor agrees to indemnify, defend, protect and hold harmless City from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorneys' fees and disbursements (collectively, "Claims"), which City may suffer or incur or to which City may become subject by reason of or arising out the negligent or willfully wrongful acts or omissions of Contractor, its officers, employees, or agents committed in performing any Work under this Agreement. For the purposes of this section, "City" includes City's officers, officials, employees, agents and volunteers. The provisions of this section do not apply to Claims occurring as a result of the City's sole negligence or willful acts or omissions. The provisions of this section will survive the expiration or earlier termination of this Agreement.

9. Insurance:

Contractor agrees to have and maintain in full force and effect during the term of this Agreement the insurance coverages listed in Exhibit B ("Insurance"), which is made part of this Agreement.

10. General Provisions:

There are no understandings or agreements between Contractor and City other than those set forth in this Agreement. This Agreement may not be modified or amended except by written agreement of the Parties. Contractor may not assign or transfer this Agreement or any portion of this Agreement or the performance of any of Contractor's duties or obligations under this Agreement without the prior written consent of City. This Agreement is binding upon the successors and permitted assigns of the Parties. This Agreement will be interpreted, construed, and governed according to the laws of the State of California. In the event of litigation between the Parties, venue in state trial courts will be in the County of Ventura and venue in federal court will be in the Central District of California, in Los Angeles.

[Signature page follows]

The Parties have caused this Agreement to be executed by their undersigned authorized agents as follows:

CITY OF OJAI

Ben Harvey, City Manager

VENTURA REGIONAL SANITARY DISTRICT, CONTRACTOR

Eric Zets, General Manager

EXHIBIT A
SCOPE OF WORK



August 28, 2025

Jon Turner
Phoenix Civil Engineering

Dear Mr. Turner:

On behalf of Ventura Regional Sanitation District (VRSD), I am pleased to submit the attached cost proposal for the City of Ojai Request for Proposal to provide professional services for Stormdrain CCTV inspection and cleaning for \$57,848.00.

We understand the project to include 30 sections on unknown length and various sizes of Stormdrain pipes. There are 10 sections of the pipes that were identified as having debris in them from 10% to 100%. VRSD has based this fee proposal on what we believe will be the necessary allocation of staff hours and associated fees. However, we bill only for the hours actually expended, so the actual amount billed to the City could be less than the stated total, depending on actual work performed. With the same aspect if VRSD is asked to perform more tasks the cost will increase. The proposal is set for cleaning 2 lines per day if it appears removing the material from the 10 lines that were identified VRSD will inform you before proceeding as this will increase the cost of the project. If you wish VRSD to proceed we will bill at the daily rate for the staff and equipment.

If selected for this important project, VRSD will provide the City with the required data and letter listing the specific work performed and tasks accomplished, together with the corresponding invoices.

If you have questions regarding any aspect of our proposal to provide the City with Stormdrain services, please do not hesitate to contact me directly. We look forward to serving the City's needs.

Sincerely,

Richard Jones

Richard Jones
Director of Operations
805-658-4679

Attachment Proposal



VENTURA REGIONAL SANITATION DISTRICT
4105 WEST GONZALES ROAD
OXNARD, CA 93036-2748
805.658.4679

FY26 PROPOSED CUSTOMER BUDGET

Project Number	Account		Quantity	Cost/Price	Extension
230700	<i>City of Ojai - Maintenance- Storm Drain Cleaning and Inspection</i>				
51010	Wages - Regular	Account Total---		\$44,346	
	51010	Elec & Inst Control Supervisor	63	\$184.00	\$11,592
	51010	W/WW Worker	63	\$159.00	\$10,017
	51010	W/WW Worker	63	\$159.00	\$10,017
	51010	W/WW Worker	40	\$159.00	\$6,360
	51010	W/WW Worker	40	\$159.00	\$6,360
52185	Operating Supplies	Account Total---		\$115	
	52185 Consumiables - Gloves, Trash Bags		1	\$115.00	\$115
52193	Water	Account Total---		\$690	
	52193 Water - Casitas Water District		1	\$690.00	\$690
60195	Fund Transfer In-VACTOR USE	Account Total---		\$5,005	
	60195 Vactor w/Chase Truck		5	\$1,001.00	\$5,005
60197	Fund Transfer In-TV VAN USE	Account Total---		\$3,822	
	60197 CCTV Van		7	\$546.00	\$3,822
60594	Fund Transfer Out-EQUIPMENT	Account Total---		\$390	
	60594 Push Camera for CCTV		3	\$130.00	\$390
60598	Fund Transfer Out-FLEET	Account Total---		\$3,480	
	60598 Mileage		2000	\$1.74	\$3,480
		Project 230700 Total---		\$57,848	

EXHIBIT B
INSURANCE

*VRSD is a self-insured government entity.

CERTIFICATE REGARDING WORKERS' COMPENSATION

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Name (print or type)

Date

Signature

LIST OF SUBCONTRACTORS

WORK IDENTIFICATION:

NAME AND ADDRESS OF BIDDER: _____

Name/Address/Phone No./State License Number of Subcontractor/City of Ojai Business License Number	Department of Industrial Relations Registration Number*	Items of Work	Portion of Work (% of Contract Price)
		% of Total Contract Price by Subcontract	
		% of Total Contract Price by Contractor	

*Pursuant to Division 2, Part 7, Chapter 1, (commencing with section 1720 including section 1725.5) of the Labor Code

CAMPAIGN CONTRIBUTION DISCLOSURE PROVISIONS

Cities are subject to the campaign disclosure provisions detailed in Government Code Section 84308.

Please carefully read the following information to determine if the provisions apply to you. If you determine that the provisions are applicable, the Campaign Disclosure Form must be completed and returned to the City with your application.

1. No City councilmember or commissioner shall accept, solicit, or direct a contribution of more than \$500 from any party,¹ financially interested participant,² or agent³ while a proceeding is pending or for 12 months subsequent to the date a final decision is rendered by the City. This prohibition commences when your application has been filed, or the proceeding is otherwise initiated.

2. A party to a City proceeding shall disclose on the record of the proceeding any contribution of more than \$500 made to any councilmember or commissioner by the party, or agent, during the preceding 12 months. No party to or participant in a City proceeding shall make a contribution of more than \$500 to a councilmember or commissioner during the proceeding and for 12 months following the date a final decision is rendered by the City. No agent to a party or participant shall make a contribution in any amount to a councilmember or commissioner during the proceeding and for 12 months following the date a final decision is rendered by the City.

3. Prior to rendering a decision on a City proceeding, any councilmember or commissioner who received contribution of more than \$500 within the preceding 12 months from any party, or agent, to a proceeding shall disclose that fact on the record of the proceeding, and shall be disqualified from participating in the proceeding. However, if any councilmember or commissioner receives a contribution that otherwise would require disqualification, and returns the contribution within 30 days of making the decision, or knowing about the contribution and the relevant proceeding, whichever comes last, that councilmember or commissioner shall be permitted to participate in the proceeding.

¹ "Party" is defined as any person who files an application for, or is the subject of, a proceeding.² "Participant" is defined as any person who actively supports or opposes a particular decision in a

To determine whether a campaign contribution of more than \$500 has been made by you or your agent to a councilmember or commissioner within the preceding 12 months, all contributions made by you or your agent during that period must be aggregated.

Names of current City councilmembers and commissioners are available on the City's website. If you have questions about Government Code Section 84308, FPPC regulations, or the Campaign Disclosure Form, please contact the City Clerk.

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

(a) Document:

- ☐ License
- ☐ Lease
- ☐ Permit
- ☐ Franchise
- ☐ Other Contract
- ☐ Other Entitlement

Name and address of any party, participant, or agent who has contributed more than \$500 to any councilmember or commissioner within the preceding 12 months:

1. _____
2. _____
3. _____

(b) Date and amount of contribution:

Date _____ Amount \$ _____

Date _____ Amount \$ _____

Date _____ Amount \$ _____

(c) Name of councilmember or commissioner to whom contribution was made:

1. _____
2. _____
3. _____

(d) I certify that the above information is provided to the best of my knowledge.

Printed Name _____

proceeding.

³ “Agent” is defined as a person who represents a party in connection with a proceeding for compensation who appears before or otherwise communicates with the City for the purpose of influencing the proceeding. If an individual acting as an agent also is acting as an employee or member of a law, architectural, engineering, or consulting firm, or a similar entity or corporation, both the individual and the entity or corporation are agents. When a closed corporation is a party to a proceeding, the majority shareholder is subject to these provisions.

Signature _____

Date _____ Phone _____

To be completed by City:

Document No:



Administrative Report

TO: HONORABLE CITY COUNCIL

FROM: Ben Harvey, City Manager
Lindy Palmer, Public Works Director

MEETING DATE: September 9, 2025

SUBJECT: 2024 Pavement Rehabilitation Project No. ST-3005 - Resolution Accepting Improvements and Authorizing Filing of a Notice of Completion

RECOMMENDATION

That the City Council adopt a resolution accepting improvements and authorizing the Mayor to sign the Notice of Completion for the 2024 Pavement Rehabilitation Project (ST-3005).

DISCUSSION

On August 27, 2024, City Council awarded a Public Works Contract to Toro Enterprises, Inc. for ST-3005, in the amount of \$4,143,842.25. The project began October 14, 2024, and was completed July 3, 2025. The total cost of the construction project was \$4,411,172.17. At the time of award a contingency of \$621,575.00 was approved and \$267,329.92 was used from the contingency, allowing the project to be completed under budget.

Staff recommend adopting a resolution accepting improvements and authorizing the Mayor to sign the Notice of Completion. The Notice of Completion directs the City Clerk to record the notice with the Ventura County Clerk Recorder.

OPTIONS

1. Take no action.
2. Provide alternate direction to staff.

FISCAL IMPACT

There are no fiscal impacts associated with filing the Notice of Completion with the Ventura County Clerk Recorder.

Prepared by: Lindy Palmer, Public Works Director

ATTACHMENT(S):

- A. Resolution No. 25-XX
- B. Notice of Completion for ST-3005 to File with the County Clerk Recorder

**CITY OF OJAI
RESOLUTION NO. 25-XX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
OJAI ACCEPTING IMPROVEMENTS FOR THE 2024
PAVEMENT REHABILITATION PROJECT (ST-3005)**

The City Council of the City of Ojai resolves as follows:

SECTION 1: The City Council of the City of Ojai finds and declares as follows:

A. On August 27, 2024, a contract was executed with Toro Enterprises, Inc. for the 2024 Pavement Rehabilitation, Project No. ST-3005.

B. Travelers Casualty and Surety Company, Performance/Payment Bond No. 108063168 in the amount of 4,143,842.25, was posted by Toro Enterprises, Inc. to guarantee completion of said improvements and to guarantee improvements for the required maintenance period of one year.

C. The Public Works Director has recommended acceptance of said improvements.

SECTION 2: The Mayor is authorized to sign a Notice of Completion, and the City Clerk is directed to record said Notice in the office of the Ventura County Recorder.

PASSED, APPROVED AND ADOPTED THIS 9th day of September, 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CITY OF OJAI, CALIFORNIA

Andy Gilman, Mayor

Date

ATTEST:

Weston Montgomery, Chief Deputy City Clerk

APPROVE AS TO FORM:

Matthew T. Summers, City Attorney

**RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:**

City Clerk
City of Ojai
401 S Ventura St
Ojai, CA 93023

Complimentary recording request pursuant to
Government Code § 27383

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Notice of Completion

NOTICE is hereby given that:

1. The Undersigned is owner of the interest stated below in the property hereinafter described.
2. The NAME (including that of the undersigned), ADDRESS and NATURE OF TITLE of every person owning any interest in such property is as follows:

City of Ojai

401 S Ventura St, Ojai, CA 93023

Municipality

(NAME OF UNDERSIGNED)

3. The names and addresses of the transferors of the undersigned owner: (to be shown if the undersigned is a successor in interest of the owner who caused the improvement to be constructed, etc.)
4. A work of improvement on the property hereinafter described was COMPLETED ON July 3, 2025
5. The name of the CONTRACTOR for such work of improvement was Toro Enterprises, Inc.
- (If no Contractor, insert "NONE")
6. The property on which said work of improvement was completed is in the City of Ojai, county of Ventura State of California, and is described as follows:

Brief Description of Project and Location:

2024 Pavement Rehabilitation, Project No ST-3005: Various streets located within the City of Ojai.

7. The street address of said property is: Various streets located within the City of Ojai

Dated: September 9, 2025

Signature of
Owner or
Owners }

Mayor
City of Ojai

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Mayor of the aforesaid interest or estate in
("PRESIDENT, PARTNER, MANAGER, AGENT, ETC.")

the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

September 9, 2025

Ojai, CA

(Signature of person signing on behalf of owner)
Mayor
City of Ojai



Administrative Report

TO: Honorable City Council

FROM: Ben Harvey, City Manager
Michelle Johnson, Interim Finance Controller

MEETING DATE: September 9, 2025

SUBJECT: DignityMoves Development Budget and Schedule

RECOMMENDATION

Receive and file the DignityMoves Development Budget and Schedule for the Ojai Permanent Supportive Housing Project (OPSHP).

DISCUSSION

The Ojai Permanent Supportive Housing Project (OPSHP), a partnership between the City of Ojai and DignityMoves, embodies the City's commitment to long-term housing solutions for the unhoused. DignityMoves has met the August 31 deadline outlined within the Development Management Agreement (DMA) by delivering both a Development Budget and Schedule, which are both attached to this agenda report. This agenda report will recap efforts made to deliver the budget and schedule in a timely manner, highlight budget refinements, review upcoming milestones, and outline community engagement efforts for the public to be aware of project progress going forward.

BACKGROUND

Development Management Agreement

The City of Ojai entered into a [Development Management Agreement \(DMA\)](#) with DignityMoves on May 27, 2025. As part of the DMA, DignityMoves was allowed until August 30, 2025 to provide the Development Budget and Development Schedule for the OPSHP. The City received both documents from DignityMoves prior to close of business on Friday, August 29, 2025, in a timely manner and in compliance with requirements of the DMA.

The term for the delivery of the Development Budget and Development Schedule is on page 64 of the DMA (hyperlink provided above), in Section 3.2.1.1:

3.2.1.1 The City agrees to allow the DignityMoves until August 30, 2025, to provide the Development Budget and Development Schedule. Failure by the DignityMoves to provide such documents by the deadline set forth herein shall constitute a material breach of this Agreement. In such event, the City may immediately terminate the Agreement by providing written Notice of Termination. Upon termination, the DignityMoves shall not be entitled to any further compensation, and any outstanding invoices shall be paid in accordance with Section 10.3.3 of this Agreement.

Project Evolution & Schedule

All 30 permanent supportive housing units will allow for the transition of participants from the Ojai Tent Town Encampment. The OPSHP design is based on sustainable principles and bio-based material selections, with Spanish Hacienda style architecture and native landscaping to blend with the neighborhood as well as greater Ojai.

Key Milestones

1. Value Engineering Redesign* – September 23, 2025
2. Release Notice Inviting Bids on Construction Documents – November 7, 2025
3. Permitting & Final Approvals – February 3, 2026
4. Award of Contract – February 3, 2026
5. Start Construction – February 10, 2026
6. Substantial Completion – June 1, 2027
7. Grand Opening (tentative) – July 6, 2027

The City Council adopted Resolution No. 25-19 includes findings and conditions regarding the low-profile design and consistency with several General Plan goals and policies outlined within the Housing Element and Land Use Elements. The hacienda style design, central courtyard, native landscape, community garden and use of sustainable materials were all identified within the resolution; ensuring the approved design reviewed by the Planning Commission and approved by City Council is carried through to construction and completion.

The project will be solar and electric vehicle ready, and City staff and DignityMoves will be exploring grant funding, sponsorship and/or charitable contribution opportunities to defray these costs.

Budget Refinements Through Value Engineering

The initial draft Development Budget exceeded the \$9.5 million budget limit by \$807,199. In collaboration, DignityMoves and City Staff worked together to identify and scope adjustments to achieve savings without compromising project quality or dignity. The table below provides a detail of the adjustments made:

Scope Item	Original Specification	Revised Specification	Savings
Roof sheathing & finish material	Durra Panel compressed straw w/mission tile	Plywood and composite tiles to match mission tile aesthetics	\$252,542
Interior walls	Durra Panel compressed straw	Metal studs & gypsum	\$338,335
Unvented roof assembly	Rigid insulation	Spray-foam insulation	\$48,000
Damp proofing foundation	Included	Eliminated	\$28,000
Slab insulation	Included	Eliminated	\$55,830
Entry doors & sidelights	Wood frame & glazing	Fiberglass & glazing	\$58,500
Windows	Aluminum frames	Vinyl	\$25,992
Total			\$807,199

Revised Development Budget after value engineering: **\$9.5 million**

Community Engagement & Transparency

The City and DignityMoves are committed to continued community engagement and transparency regarding the project. In addition to ensuring that relevant documents and updates are posted to the [City's Permanent Supportive Housing Project landing page](#), quarterly project updates will be made to the City Council and the California Department of Housing and Community Development (HCD). In addition periodic City newsletter articles, City social media posts, and press-releases will further inform the public.

CITY COUNCIL GOALS ALIGNMENT

Goal No. 1 - Affordable Housing

OPTIONS

N/A; receive and file item.

FISCAL IMPACT

There is no fiscal impact in receiving the report.

Prepared by: Michelle Johnson

ATTACHMENT(S)

- A. DignityMoves - Development Budget
- B. DignityMoves - Development Schedule



Ojai Permanent Supportive Housing Project
Development Budget
September 9, 2025



Budget Estimate & Value Engineering Summary		Budget Baseline - (DM)	Based on 100% DD 7/28/2025
Total True Cost of Development	\$	9,500,000.00	DM Contract w/ City of Ojai
A. Planning & Design	\$	1,644,875.00	Soft Costs (Includes utility connections, developer & consultant fees)
B. Site Construction & Value Engineering Targets	\$	7,855,125.00	Hard Costs (Includes Construction & Value Eng.
Sub-total - Soft and Hard Costs	\$	9,500,000.00	
Operational Costs FY 2027-2031	\$	2,000,000.00	Operations Cost 4 yrs @ \$500K FY 2027-2031
Technical Services	\$	618,319.00	Eng, Surveyers, Consultants, grading etc.... & TBD Costs
System Support	\$	344,142.04	System Support - Help of Ojai and VCBH Case Mngt
Admin Costs - Legal Fees	\$	205,000.00	Legal Fees Only
Sub-total Operational Costs	\$	3,167,461.04	
Total ERF Grant - OPSHP Cost	\$	12,667,461.04	
Total Development Cost	\$	9,500,000.00	
# Units/Beds	\$	30.00	
Cost per Unit	\$	316,666.67	



Hard Costs	Budget Estimate		Comments
Site & Building Improvements:			
Division 2- Site Work			
Survey	\$	65,715	Keep in but confirm whether we still need add survey.
Demolition	\$	81,320	
Clearing & Grading- rough and fine, soils export	\$	276,398	
Site Utilities	\$	263,488	
SWPPP & drainage	\$	64,588	
Paving- asphalt, incl striping	\$	71,225	
Landscaping & irrigation incl. tree protection	\$	292,613	
Temp entrances, utility detection, misc.	\$	14,723	
Path along Montgomery- DG	\$	-	
Site furnishings	\$	-	
Sub-total	\$	1,130,070	FF&E or Adopt a Room
Division 3- Concrete, Division 4- Masonry			
Site concrete	\$	352,119	
Footings and foundations	\$	419,269	
Masonry retaining walls and trash enclosure	\$	154,997	
Pavers at courtyard	\$	-	
Sub-total	\$	926,385	
Division 5- Metals			
Steel railings at ramps and stairs	\$	19,666	
Steel gates and wrought iron fence	\$	100,000	Simplified design, opportunity for VE
Drinking fountain guardrail	\$	1,276	
Sub-total	\$	120,942	
Division 6- Carpentry			
Rough carpentry main building	\$	557,010	
Rough carpentry storage building	\$	49,820	
Main building durra panels	\$	1,092,346	
Storage building durra panels	\$	45,000	Shipping container w/ trellis VE target
Faux beams, countertops, cabinetry	\$	141,714	
Sub-total	\$	1,885,890	
Division 7- Thermal & Moisture Protection, Fireproofing			
Caulking and insulation	\$	168,585	
Roofing	\$	200,000	opportunity for VE composite tile
Sheet metal and vents	\$	133,441	
Waterproofing, damproofing	\$	66,578	
Firestops	\$	15,140	
Gutters & downspouts	\$	-	
Sub-total	\$	583,744	
Division 8 - Finish Carpentry			
Doors and hardware incl toilet accessories & fire extinguishe	\$	524,750	
Windows- glass & mirrors	\$	146,593	
Access doors	\$	1,595	
Sub-total	\$	672,938	



Ojai Permanent Supportive Housing Project
Development Budget
September 9, 2025



Hard Costs	Budget Estimate	Comments
Division 9-Finishes, Division 10 Signage & Accessories		
Acoustic ceilings	\$ 33,506	
Flooring	\$ -	
Base and sealers	\$ 40,028	
Drywall	\$ -	
FRP	\$ 47,282	
Paint	\$ 55,808	
Plaster	\$ 229,608	
Projector screen	\$ 850	
Mailboxes	\$ -	
Signage	\$ 9,835	
Sub-total	\$ 416,917	
Division 12- Specialties		
Furniture- beds, desks, lamps, mini fridges etc.	\$ -	
Window coverings	\$ -	- VE opportunity- curtains by local volunteers
Bike racks	\$ 2,647	
Appliances	\$ -	- NIC operator cost
Solid surface	\$ -	
Laundry	\$ -	- NIC operator cost machine rental/maintenance
Sub-total	\$ 2,647	
Division 15 Plumbing, Mechanical & Fire Protection		
Plumbing	\$ 972,645	
Fire sprinkler, including sprinkler monitoring	\$ 122,033	
HVAC	\$ 300,000	VE opportunity- replace split system with in room wall units
Sub-total	\$ 1,394,678	
Division 16- Electrical		
Electrical	\$ 661,205	
Low Voltage	\$ -	
CCTV	\$ 15,414	
EV Charging	\$ 10,000	EV ready only
Wireless internet	\$ 9,036	
Fire detection and alarm		
47 KW Solar Budget	\$ 25,000	Solar ready only
Sub-total	\$ 720,655	
Total Site & Building Improvements	\$ 7,854,866	
Contractor Costs		
General Conditions	\$ 607,458	
General Requirements		incl
General Liability Insurance		incl
Fee		incl
SDI Insurance		incl
Builders Risk		incl
City Bond		incl
Contractor Contingency		incl
Switchgear (allowance)		incl
PreCon		incl
GC OHP		incl
Escalation	\$ 200,000	
Total Contractor Costs	\$ 807,458	
Total Hard Costs:	\$ 8,662,324	



DM OPSHP - Value Engineering Summary		V E Target Items	Comments
Roof Assembly, replace clay tile with asphalt shingle			VE target covered in base pricing
Exterior Sheathing and Strongwalls			Keep durra panel at exterior walls- no savings
Roof Sheathing	\$	(252,542.00)	Use plywood in lieu of durra panel
Interior Walls	\$	(338,335.00)	
Replace storage building with containers			VE target covered in base pricing
Unvented roof assembly - spray foam insulation	\$	(48,000.00)	
Eliminate DG path along Montgomery			
Eliminate damp proofing at foundation	\$	(28,000.00)	
Eliminate insulation under slab	\$	(55,830.00)	
Change hemp insulation to fiberglass			Keep hemp insulation per design intent
Eliminate footing drains			
Change to Marvin windows			
Change bathroom windows from casement to slider			Need to maintain egress
Switch to fiberglass entry door unit with side lite	\$	(58,500.00)	
Replace Mini splits with PTAC HVAC			
Switch to vinyl windows	\$	(25,992.00)	25% reduction from base bid estimate
Total Deductions - Agreed 9.9.25		\$ (807,199.00)	Deduct - Total Site & Building Improvements



Ojai Permanent Supportive Housing Project
Development Budget
September 9, 2025

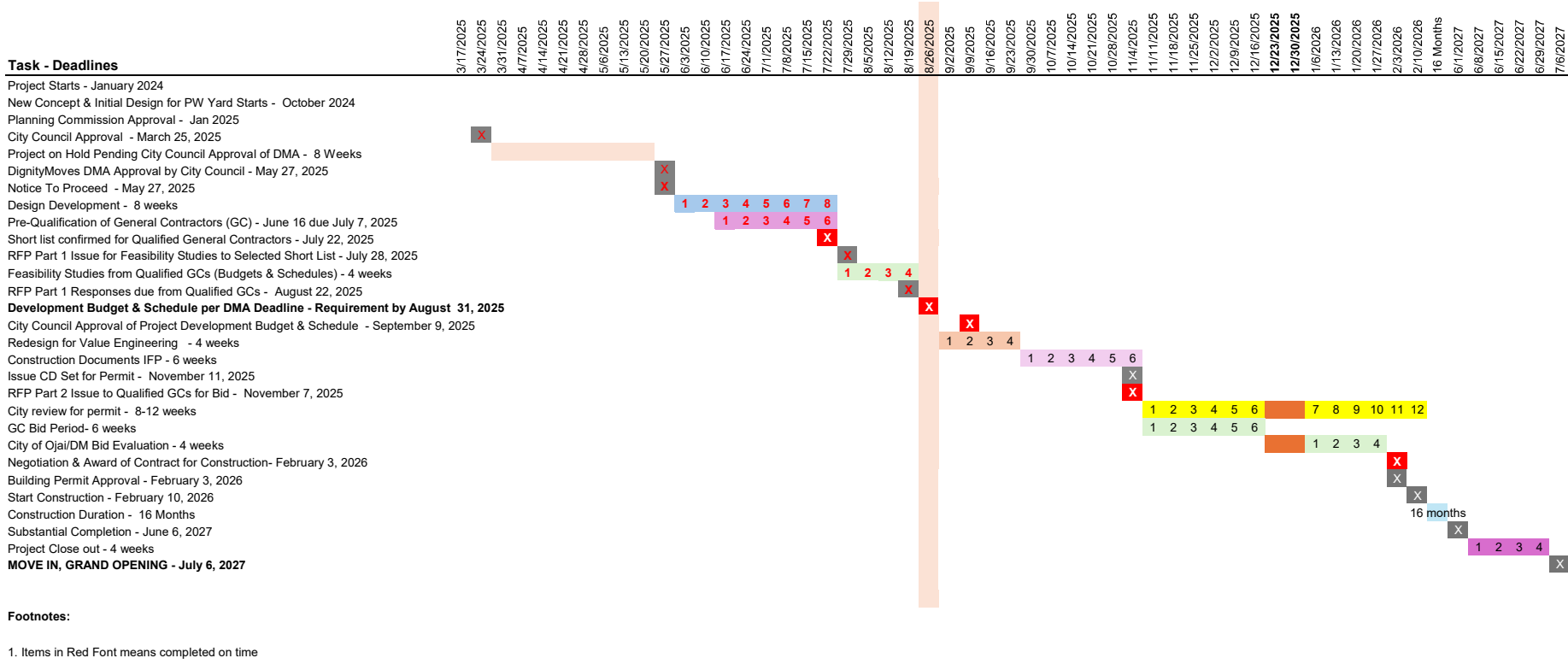


Soft Costs	Budget Estimate	Comments
Architectural Design		
Initial Concept Design		included in total fee
Architectural	\$ 360,000	
Design Contingency	\$ -	
Engineering and Specialist Consultants		
Mechanical & Plumbing	\$ 30,000	
Electrical	\$ 15,000	
Landscape	\$ 80,000	
Structural	\$ 43,000	
Waterproofing	\$ 20,000	Allowance- if needed
Fire	\$ -	
PV/Solar Engineering	\$ -	
Civil - Survey & Engineering	\$ 60,000	By city of Ojai- SD only-DD/CD/CA under DM contract
Specifications and Project Manual	\$ 50,000	Allowance
SWPPP/QSP	\$ -	Engaged separately by City of Ojai only if required
Arborist	\$ -	Engaged separately by City of Ojai- Completed
Geotechnical Foundation Design	\$ -	
Soils Testing	\$ -	Engaged separately by City of Ojai only if required
Joint Trench Design	\$ -	
Permit Fees	\$ 75,000	Allowance
Pre-Development		
PreCon	\$ -	Under GC contract
Topo Survey	\$ -	Engaged separately by City of Ojai- Completed
Boundary Survey	\$ -	Engaged separately by City of Ojai- Completed
Record of Survey	\$ -	Engaged separately by City of Ojai- Completed
Title Report	\$ -	Engaged separately by City of Ojai- Completed
GeoTech Soils Testing & Report	\$ -	Engaged separately by City of Ojai- Completed
Anchor testing	\$ -	As/If needed
Offsite storage (prefab unit)	\$ -	Under GC contract
Utility Connection Fees		
Electrical Engineering Fees & Install Costs	\$ 100,000	Allowance for service SCE
Water Connection & Capacity Fees	\$ 80,000	Allowance for Water Company- Casitas
Sewer Connection & Capacity Fees	\$ 25,000	Allowance for Sewer Ojai Valley Sanitary
IT/Network Cabling	\$ -	Covered by IT Service Provider
Owner Direct		
Camera's	\$ -	In start-up costs; conduits in GC contract
Access Control	\$ -	In start-up costs; conduits in GC contract
IT/Network Cabling	\$ -	In start-up costs; conduits in GC contract
Testing and Special Inspections	\$ 25,000	Allowance
Local Artist / Art Feature	\$ -	
Misc	\$ -	
FF&E		
Appliances	\$ -	No allowance for food warmers; fridges
FFE	\$ -	Through Adopt-A-Room program
Financing/Legal/Developer Fees		
Legal Fees	\$ 30,000	
Liability Insurance	\$ 25,000	
DignityMoves Development Fee	\$ 500,000	Scope changed from 18 tiny homes to 30 unit custom design
Developer Contingency	\$ 126,875	Developer contingency
Total Soft Costs:	\$1,644,875	\$1,644,875

Footnote:

1. Interest Earned in the DignityMoves Bank Acct that is in a Securites Treasury Money Market at 4.15%. All interest earned est at \$150,000 to \$200,000 will be put back in the Ojai PSHP.

@BCL@D8152767





Administrative Report

TO: Honorable City Council

FROM: Ben Harvey, City Manager

MEETING DATE: September 9, 2025

SUBJECT: Concept Review: Allocation of \$100,000 in General Funds to HELP of Ojai for Rental Assistance Program and Authorization to Execute Agreement

RECOMMENDATION

Discuss and, if appropriate, allocate \$100,000 in General Funds to HELP of Ojai to support rental assistance for Ojai residents through Help of Ojai's existing Homelessness Prevention and Rapid Rehousing (HPRR) program; and authorize City Manager to execute agreement regarding the same.

DISCUSSION

HELP of Ojai operates a well-established Homelessness Prevention and Rapid Rehousing (HPRR) program that provides rental and utility assistance, case management, and housing stability planning to individuals and families at risk of or currently experiencing homelessness.

The City is considering a one-time allocation of \$100,000 in General Funds to HELP of Ojai to expand the reach of this program and provide direct rental assistance to additional Ojai residents in need. The funding would be used to:

- Prevent evictions by covering rent arrears or upcoming rent payments;
- Assist with utility payments or security deposits; and
- Support individuals transitioning from homelessness into permanent housing.

Eligibility for assistance would follow HELP of Ojai's existing program guidelines, which include proof of financial crisis, lack of alternative housing resources, and a demonstrated ability to sustain housing after assistance.

This concept review is intended to gather City Council feedback on the proposed funding allocation and explore potential implementation strategies, including reporting requirements, performance metrics, and coordination with other local housing initiatives.

Furthermore, the City's Housing Element includes a program (Program No. 16) supporting this potential allocation through the lens of preserving existing affordable housing as a high priority for the City. Rehabilitation, rental assistance, and financial support of the community assistance program administered by Help of Ojai are all objectives included

within this program. The subject program is one of 19 programs identified within the sixth-cycle housing element. The housing element can be accessed on the City of Ojai's home page here: [2021-2029 Housing Element](#).

CITY COUNCIL GOALS ALIGNMENT

Goal No. 1 - Affordable Housing

OPTIONS

1. Take no action;
2. Provide alternative direction to staff.

FISCAL IMPACT

With City Council direction, a one-time allocation of \$100,000 would be made from the City's unprogrammed General Fund balance. Making this allocation will allow for an ending fund balance that exceeds the minimum policy levels as defined by Council Resolution 25-11 of the City's Reserve Policy.

Prepared by: Ben Harvey, City Manager

ATTACHMENT(S)

- A. Help of Ojai Homeless Prevention and Rapid Rehousing Information, August 2025

Homeless Prevention

Homelessness Prevention Rental Assistance is a program designed to help individuals and families who are at risk of losing their housing. It provides short-term financial support, such as help with rent, utilities, or security deposits, to stabilize housing and prevent eviction.

It typically includes:

- Rental and utility assistance to cover arrears or upcoming payments
- Case management to address underlying issues (like job loss or medical bills)
- Housing stability planning to help clients maintain long-term housing

The goal is to intervene before someone becomes homeless, making it a proactive and cost-effective solution.

To qualify:

1. At risk of homelessness – Facing eviction, behind on rent, or living in unstable housing.
2. Proof of crisis – Documentation showing financial hardship, such as job loss, medical bills, or unexpected expenses.
3. Lack of resources- Must demonstrate they lack the financial resources and support networks to obtain or maintain housing on their own.
4. Sustainability- must be able to prove that they have the means to sustain housing after rental assistance is received.
5. Residency – Must live in the service area.

To apply:

1. Proof of Identity
 - Government-issued photo ID (e.g., driver's license, state ID)
 - Social Security cards for household members (if available)
2. Proof of Income
 - Recent pay stubs
 - Unemployment benefits or public assistance documentation (e.g., CalWORKs, SSI)

- Bank statements
- 3. Proof of Housing Crisis
 - Eviction notice or 3-day notice to pay or quit
 - Lease agreement showing rent owed
 - Letter from landlord verifying risk of eviction
- 4. Proof of Residency
 - Current lease or rental agreement
 - Utility bills or official mail with current address
- 5. Completed Application Forms
 - See attachments for examples of application forms
- 6. Other Supporting Documents (if applicable)
 - Medical bills, job loss notices, or other documents showing financial hardship

Rapid Rehousing

Rapid Rehousing is a housing intervention designed to help individuals and families who are experiencing homelessness quickly move into permanent housing. The goal is to reduce the time people spend homeless and prevent future episodes of homelessness.

It typically includes:

- Short-term rental assistance (Deposit assistance and/or first month's rent, sometimes more)
- Help finding and securing housing
- Case management and support services to stabilize housing and connect clients with community resources

To qualify:

1. Experiencing Homelessness
 - Living in a shelter, on the streets, in a car, or another place not meant for human habitation.

- Staying in transitional housing or exiting an institution where they temporarily resided.
2. Lack of Resources
 - Must demonstrate they lack the financial resources and support networks to obtain or maintain housing on their own.
 3. Willingness to Participate in Case Management
 - Participants are expected to meet with a case manager at least monthly and engage in supportive services to help maintain housing stability.
 4. Income Evaluation
 - Income is assessed to determine the level of rental assistance needed.
 5. Lease Requirements
 - Participants must sign a lease even if the rental assistance is short-term.

To apply:

Required Documents for Rapid Rehousing Application

1. Proof of Homelessness
 - Shelter verification letter
 - Outreach worker documentation
 - Self-certification (if no other documentation is available)
2. Identification
 - Government-issued photo ID (e.g., driver's license, state ID)
 - Social Security cards for all household members (if available)
3. Income Verification
 - Recent pay stubs
 - Unemployment or benefits statements (e.g., CalWORKs, SSI)
 - Bank statements (if applicable)
4. Proof of Residency

- Documentation showing previous residence in the service area (e.g., mail, lease)

5. Other Supporting Documents

- Birth certificates (sometimes requested for household members)
- Disability documentation (only if relevant for additional services—not required for RRH eligibility)



Administrative Report

TO: Honorable City Council

FROM: Ben Harvey, City Manager
Lucas Seibert, Community Development Director

MEETING DATE: September 9, 2025

SUBJECT: General Plan Update Progress Report | Climate Action Plan (CAP) and Economic Diversification and Other General Plan Update Efforts

RECOMMENDATION

Receive and file this report on recent adjustments to the General Plan Update process, including the shift from focus groups to broader community-wide engagement strategies for the Climate Action Plan (CAP) and the Economic Diversification Element as well as other General Plan Update progress.

DISCUSSION

As part of the ongoing General Plan Update, staff has shifted focus toward two new components:

- **Climate Action Plan (CAP)**
- **Economic Diversification Element**

Earlier this year, staff initiated an application process to form two advisory focus groups—one for the CAP effort and one for Economic Diversification and tourism management. Approximately 20 community members expressed interest in participating.

In March and April, staff brought the proposed groups before the City Council. At both meetings, concerns were raised by the Council and members of the community regarding the inclusivity and representativeness of the proposed groups. The consensus was that a more open, community-wide engagement process would be preferred.

Based on this feedback, staff worked with the consultant team to pivot away from limited-focus groups and toward more inclusive engagement opportunities. This new approach emphasizes community surveys, open house events, and pop-up activities designed to capture broad public input.

Economic Diversification Element | The Element will provide a data-driven analysis of opportunities for Ojai to expand its economic base beyond tourism and hospitality. The objective is to identify strategies that leverage Ojai's comparative advantages while

broadening local employment opportunities. The analysis will also address equitable distribution of tourism-related impacts.

Community Survey Structure | To support this effort, a community feedback format is being generated with the following structure:

1. **Filtering Question** – Directs participants into one of three categories:
 - Ojai community member
 - Hospitality sector (excluding restaurants and retail)
 - Non-hospitality sector (including restaurants and retail)
2. **Category-Specific Questions** – Tailored to the participant's role.
3. **Demographic Questions** – Asked at the conclusion of the survey to provide context for results.

The community-wide input approach ensures that the survey captures both quantitative data and qualitative insights from diverse perspectives, through category-specific questions as well as open-ended questions to maximize community-input.

Climate Action Plan (CAP) | The CAP will provide the City with measurable policies and actions to reduce greenhouse gas (GHG) emissions and increase community resilience to climate change impacts. The plan builds upon the previously completed Climate Vulnerability Assessment (part of the Safety Element update) and will include actions related to extreme heat, tree equity, and other climate adaptation strategies.

Originally, a CAP Community Advisory Group was scoped, consisting of members with climate-related expertise or interest. However, consistent with feedback from Council and the community, staff has transitioned to a broader engagement strategy.

Revised Engagement Approach includes:

- Community-wide surveys
- Open houses
- Pop-up engagement events
- Focused messaging to increase participation across the community

Evacuation Analysis | Consistent with the Office of Planning and Research's Evacuation Planning Technical Advisory, staff and the City's consultants are reviewing a draft memorandum that provides guidance on updating the General Plan Safety Element. The analysis addresses requirements from recent State legislation (Senate and Assembly Bills) regarding evacuation planning.

Next Steps |

- Launch community-wide surveys and other engagement activities for both the CAP and the Economic Diversification Element in Fall/Winter [2025/26].
- Continue work on the Land Use, Circulation, and Safety Elements in parallel with these efforts.

CITY COUNCIL GOALS ALIGNMENT

Goal No. 6 - Diversifying Economy/Tourism Management

Goal No. 7 – Climate Resiliency

OPTIONS

1. Take no action;
2. Provide alternative direction to staff.

FISCAL IMPACT

The research and results in this report are covered under the Community Development Department's budget and the General Plan Update effort. The 2025/2026 approved budget includes a budget of \$250,000 for the continued process of the General Plan. In order to maintain the approved budget for the expanded work included within the Climate Action Plan and Economic Diversification Element, staff will be assisting to offset costs with the adjustment from the focus groups to a community-wide input strategy.

Prepared by: Lucas Seibert, Community Development Director

ATTACHMENT(S)

None



Administrative Report

TO: Honorable City Council

FROM: Ben Harvey, City Manager

MEETING DATE: September 9, 2025

SUBJECT: City Council Goals

RECOMMENDATION

Discuss and adopt the City Council goals and corresponding tactics for staff analysis, along with estimates of additional resources (monetary, human, or both) needed for each prioritized tactic.

DISCUSSION

The City Council has worked to develop its proposed goals and corresponding tactics at the following meetings this year:

- [February 25, 2025](#)
- [March 11, 2025](#)
- [April 22, 2025](#)
- [May 13, 2025](#)
- [June 17, 2025](#)
- [August 5, 2025](#)

Each meeting has built upon the prior and yielded results. The City Council has nine adopted goals:

1. Affordable Housing
2. Wildfire Safety Risk Mitigation
3. Arts, Culture and Recreation Funding
4. Infrastructure Maintenance and Improvement
5. Public Safety
6. Diversifying Economy/Tourism Management
7. Climate Resiliency
8. Financial Stability
9. Communication and Relationships

Most recently in the process (at the August 5 City Council meeting), the City Council completed the review and prioritization of Goals No. 1-7, selecting roughly 3 tactics per goal. Attachment A identifies the goals and tactics finalized and prioritized from that meeting. Additionally, individual Council Member tactic suggestions for Goal No. 8

(Financial Stability) and Goal No. 9 (Communication and Relationships) are identified on the document for Council discussion.

Next Steps

Along with the continuing prioritization of tactics, staff has returned with estimates of additional resources (monetary, human, or both) needed for each prioritized tactic to date, for Goals No. 1-7. This may also be seen in Attachment A.

It is recommended that Council continue to finalize and prioritize Goals No. 8-9 during this discussion and workshop. Staff will then return with a complete document showing goals, tactics, and fiscal impacts.

CITY COUNCIL GOALS ALIGNMENT

N/A (See Explanation Below)

This report aligns with all nine (9) City Council Goals as a result of the discussion of goal creation.

OPTIONS

1. Take no action;
2. Provide alternative direction to staff.

FISCAL IMPACT

Discussing proposed City Council goals and tactics has no fiscal impact. The Adopted Fiscal Year 25-26 budget reflects all nine goals. However, subsequent amendment(s) following budget adoption may be required to implement funding/resources for some tactics.

Prepared by: Weston Montgomery, Chief Deputy City Clerk

ATTACHMENT(S)

- A. Proposed City Council Goals and Tactics

City Council Goals Tactics
Fiscal Year 2025-26

FY 2025-26 City Council Goals & Tactics					
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates
1	Affordable Housing	1A. Implementation requirements of the City's Housing Element and Regional Housing Needs Assessment (RHNA) for housing program.			
		1B. Work with market-rate residential developers, with the goal of obtaining as many affordable housing units as possible.			
		1C. Investigate an inclusionary housing ordinance. (7) *			
		1D. Explore alternative building methods, adjust Municipal Code as necessary. (10) *			
		1E. Identify opportunities to create workforce housing and potential live/work strategies. (4)(9) * (Priority – R 2, L 2, G 2, M 3, W 2) **	60 Hours staff time = 15,000 Estimate, under 50k in all - absorbed by current budget and contract amendment with Wildan	\$ 15,000	\$ 15,000
		1F. Research establishment of a housing trust and potential budget allocation to support housing goals including rental assistance and a housing allotment. (2)(8) * (Priority – R 1, L 1, G 1, M 1, W 1) **	100k for 120 hrs consultant and 60 hrs legal		\$ 100,000
		1G. Explore creation of a Housing Commission, addressing affordable housing and homelessness. (5) * (Priority – R 3, L3, G 3, M 2) **	100k for 120 hrs consultant and 60 hrs legal		\$ 100,000
		1H. Research Expanding Whispering Oaks (or the equivalent) (3) *			
		1I. Collaborate with Ventura Home Share on home share program (6) *			
					Total Goal #1
FY 2025-26 City Council Goals & Tactics					
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates
2	Wildfire Safety & Risk Mitigation	2A. Create educational outreach program regarding defensible space, and home hardening measures and provide assessment tool(s). (4, 2)			
		2B. Evaluate the need for potential mutual-aid agreements with the County or other agencies			
		2C. Promote participation in "VC Alert" and promote programs such as "Ready, Set, Go." (3)(9)			
		2D. Explore feasibility and cost to implement local warning systems such as warning sirens, reverse 911, and back-up systems for communications. Promote participation in "VC Alert" and promote programs such as "Ready, Set, Go." (3) (9) * (Priority – L1, G2, M2, W3, R2) **	Legal (10k) and in-house staff to create MOU with Ojai Civic Association & VCSD & VCFD- Bell Tower usage of sound system. 5-10 hours of in house staff to review message board		\$ 10,000
		2E. Evaluate Building and Planning Standards that minimize fire risk.			
		2F. Press utility providers to further harden infrastructure, ensure routine inspection, and underground when			
		2G. Collaborate with existing Fire and Sheriff emergency response training to include City officials and staff.			
		2H. Create "Yes" and "No" landscaping Check List for residents.			
		2I. Pursue partner agreements in cooperation with providers/regional partners to further efforts that will reduce hazardous conditions and fuel sources, Wildfire Prevention Grants, include land clearing, educational outreach program regarding defensible space, and home hardening measures, and provide assessment tool(s). (2) (4) (6) (8) (10) * (Priority – L2, G1, M1, W1, R1) **	PSA with Ojai Valley Fire Safe Council. \$386k appropriated at 08.26.25. RFP for fuel reduction TBD	\$ 386,000	
		2J. Commission a report on fire hardening measures. (11) *			

City Council Goals Tactics
Fiscal Year 2025-26

FY 2025-26 City Council Goals & Tactics					
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates
		2K. Explore homeowner fire hardening incentive program. (1) * (Priority – M3) **			
		2L. Research initiative to create micro-grid(s) and initiative to underground utility lines. (5) * (Priority – L3, G3, R3) **	50k Outside consultant for feasibility study for micro-grid. 25k for potential regional lobbyist contributions for future rate case CPUC for underground utilities.		\$ 75,000
			Total Goal #2	\$ 386,000	\$ 85,000
FY 2025-26 City Council Goals & Tactics					
Goal #		Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates
3	Arts, Culture and Recreation Funding.	3A. Increase funding the Arts Grant Program to support programming and services, helping to strengthen the local arts and cultural community. (2) * (Priority – G1, L1) **	Council action at 06.24.2025 Budget Hearing increased to 100k	\$ 100,000	
		3B. Establish Cultural Arts Roundtables with local partners to gather information on programs of interest. (7) (13) *			
		3C. Expand promotion of existing "Walking Tour of Downtown Ojai Public Art" using Social Media and other			
		3D. Create Capital campaign for community pool at Soule Park. (8) * (Priority – R1) **			
		3E. Identify a location for a dog park in the city. (9) *			
		3F. Engage Arts Commission to place a mural in Kent Hall City Council Chambers.	Vinyl Wrap estimate		\$ 15,000
		3G. Research establishing 4th of July drone show.			
		3H. Create criteria for legacy organizations for Libby Bowl to expand programming of performing arts at Libbey			
		3I. Extend bike path to Soule Park with County partnership. (Cross-referenced in Goal 4G) (4) * (Priority – G3, W1, M1, R3, L2) **	Presentation of ideas by consultant and staff to City Council and County		\$ 25,000
		3J. Partner with OUSD to research a performing arts center downtown. (6) * (Priority – L2) **			
		3K. Consider Ojai Cultural Contribution, dedicating a portion of the TOT to non-profit applicants influencing the arts, culture, and recreation. (2) * (Priority – G2, M3, R2) **	Non-Measure C TOT funds may be used for this purpose at an amount, percentage, or level determined by the City Council.		
		3L. Cluff Vista Park maintenance. (Priority – W3) **			
			Total Goal #3	\$ 100,000	\$ 40,000
FY 2025-26 City Council Goals & Tactics					
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates
	Infrastructure	4A. Research Road and Hardscape Alternative Materials with potential demonstration project. (2) * (Priority – R3, L2, G2) **	20k for report on methods and materials - for product choice. 250k demonstration project estimate		\$ 270,000
		4B. Continue implementation of the Pavement Management Program to maintain or increase Pavement Condition Index (PCI).			
		4C. Continue City Stormwater Drainage System assessment and create Master Plan.			
		4D. Research approaches to provide improved pedestrian crossings at Arcade and Montgomery. (3) *			
		4E. Explore water conservation projects. (5) *			

City Council Goals Tactics
Fiscal Year 2025-26

FY 2025-26 City Council Goals & Tactics					
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates
4	Maintenance and Improvement	4F. Present ATP Phase II options for the City Council to consider.			
		4G. Explore land use agreement with the County regarding Ojai Bike Trail to include a maintenance program, directing the City Manager to enter into negotiations with County. (Cross reference with Goal 3I) (7) * (Priority – M1, R1, W3) **	Underway internally with PW Director and CM		
		4H. Parking concept review – multiple topics. (Cross-referenced in Goal 6F) (4) * (Priority – M2, R2, L3, G1, W2) **	General Plan outside consultant funding for concept review		\$ 50,000
		4I. Research advancing road paving timeline to reduce expenditures. (Priority – M3, L1, G3, W1) **	4.5M this year on paving. Doubling would mean 9M. Add'l amount would need to come from GF Reserves		\$ 4,500,000
			Total Goal #4		\$ 4,820,000
FY 2025-26 City Council Goals & Tactics					
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates
5	Public Safety	5A. Identify methods to enhance pedestrian and bicyclist safety, including creating E-Bike policy, and educational campaign. (2) (3) (6) * (Priority – L2, W1) **			
		5B. Create educational campaign to curtail the unsafe use of e-bikes. (3) Research traffic calming measures for concept review. (2) (6) * (Priority – R2, G2, M3, W3) **	5B and 5F are the same - 110,000k for traffic engineer and development of speed hump policy - future agenda item		\$ 110,000
		5C. Partner with CalTrans and Ventura County for safety solutions at Highway 33 and Villanova Road. (10) *			
		5D. Discuss proposed program for Flock ALPR technology with the City Council.	Although not prioritized, Chief Jenkins estimates 11K for FLOCK Technology		
		5E. Develop/adopt speed hump policy. (6) *			
		5F. Conduct City-wide speed study with goal to establish citywide 25 MPH speed limit. (1) * (Priority – L3, R1, G3) **	5B and 5F are the same - 110,000k for traffic engineer and development of speed hump policy - future agenda item		
		5G. Conduct a crosswalk ADA accessibility audit, including potentially adding crosswalks. (8) (9) *			
		5H. Develop proactive code compliance measures.			
		5I. Create a traffic safety commission. (Priority – L1, R3, G1, M2, W2) **	Public Safety Commission - absorbed by internal staff time. 5k for ordinance needed for creation of Commission		\$ 5,000
			Total Goal #5		\$ 115,000
FY 2025-26 City Council Goals & Tactics				Budgeted in FY 2025-26	Non-Budgeted Estimates
Goal #	Goal	Tactic	Notes		
		6A. Procure adequate resources to successfully reinstate 2nd trolley route and restore Sunday service.			
		6B. Enhance education and enforcement regarding STR Ordinance.			

City Council Goals Tactics
Fiscal Year 2025-26

FY 2025-26 City Council Goals & Tactics					
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates
6	Diversifying Economy/Tourism Management	6C. Create 2:2 City/Chamber of Commerce Committee to discuss potential professional services agreement in light of new Chamber Director.			
		6D. Commission Economic Action Plan, especially to better capitalize on visitor population. (Priority – L2, W1, G1, R1, M1) **	Outside consultant needed		\$ 50,000
		6E. Pursue broadband franchise agreement to support local businesses.			
		6F. Commission parking study (including locations, metering and enforcement) to determine needs and potential revenue options. (Cross-referenced in Goal 4H)			
		6G. Explore other potential revenue options, including Sales Tax increase, paid parking, bus visitation fees, non-residential ownership tax. (Priority – L1, W3, G2, R2, M3) **	Outside consultant needed		\$ 35,000
		6H. Tourism communication plan.			
		6I. Investigate and return with report on “incubator business investments” used in City of Ventura or other agencies. (Priority – L3, W2, G3, R3, M2) **	Staff time absorbed within budget	\$ 20,000	
			Total Goal #6		\$ 85,000
FY 2025-26 City Council Goals & Tactics					
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates
7	Climate Resiliency	7A. Develop recommendations for the replacement of City vehicles with electric or zero emissions vehicles when feasible. (Plug-in Hybrid option allowed for use)			
		7B. Enhance existing tree canopy and maintain health of existing City trees.			
		7C. Move forward with City facility electrification effort by awarding contract.			
		7D. Conduct education and outreach for anticipated Tree Ordinance update.			
		7E. Research alternative road paving materials. (Priority – L3, G1, M2) **	Same as 4A		
		7F. Complete the Climate Action Plan and consider the intersectionality of housing/traffic/climate mitigation/economic diversification (jobs housing mismatch).			
		7G. Investigate options of alternative building materials. (Priority – G1, R1) **			
		7H. Educate builders in energy efficient construction and incentivize through a grant program for both new construction and existing home improvements. (Priority – L1, W2, M3) **	CPA flexpath absorbed - alt materials/methods. 5k contract add on for Willdan		\$ 5,000
		7I. Explore installation of EV chargers at apartment buildings. (Priority – W3) **			
		7J. Explore grants for rainwater capture. (Priority – R1) **			
		7K. Flexpath electrification incentives, ordinance adoption.			
		7L. City Council Measure C Policy.			
		7M. Habitat restoration and “re-wilding” – investigate programs and funding available for Council consideration. (Priority – L2, G3, W1, M1, R2) **	CMO budget absorbed		
		Stopping Point at August 5 City Council Special Meeting			
			Total Goals #7		\$ 5,000

City Council Goals Tactics
Fiscal Year 2025-26

FY 2025-26 City Council Goals & Tactics						
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates	
FY 2025-26 City Council Goals & Tactics						
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates	
8	Financial Stability	8A. Conduct study to update existing fees, and ensure costs are being recovered.				
		8B. Review the existing Investment Policy with Budget Committee, present recommendations to City Council.	Completed			
		8C. Review allocations of City costs to determine if special revenues are being fully utilized.				
		8D. Complete inventory of equipment and fleet.				
		8E. Develop and implement a Grant Management Policy to ensure compliant grants management and reporting.				
		8F. Prepare the City's first Annual Comprehensive Financial Report.	Completed			
		8G. Conduct a facilities reserve study to determine set-aside amounts for future capital improvements.				
		8H. Develop a City Total Compensation Philosophy to ensure effective recruitment and retention efforts.				
		8I. Evaluate Sheriff's Contract				
		8J. Research advancing paving timeline to spend less in the near term if possible				
		Live additions made during May 13 Regular Meeting (Goal 8)		Council Member Rule (Recommendations from May 13) 1. Procure public-facing interactive budget reporting software.		
					Total Goal #8	
FY 2025-26 City Council Goals & Tactics						
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates	
9	Communications and Relationships	9A. Develop and implement a Communications Strategy, including target audiences.				
		9B. Evaluate the City's website to improve ease of use for the public.				
		9C. Implement Granicus software-driven agenda management system.				
		9D. Implement 2:2 City/OUSD standing committee for purposes of discussing partnership areas (workforce housing, pool), areas of joint concern and mutual goals.				
		9E. Determine organizations/agencies/offices where better relationships would strategically benefit the City's service delivery, and assign City liaisons (City Council and/or City staff) where appropriate.				
		9F. Celebrate all Capital Improvement Project completions publicly through ribbon cuttings, press-releases and social media posts (when/where feasible).				
		9G. City Council meets weekly, with alternating weeks designated as no action taken.				
		9H. Bi-monthly townhalls to hear from the community (possible CM hosting schedule)				
		9I. Improve transparency, including closed session minutes.				
		9J. Research feasibility of enacting Measure M (at large voting) in November 2026.				

City Council Goals Tactics
Fiscal Year 2025-26

FY 2025-26 City Council Goals & Tactics					
Goal #	Goal	Tactic	Notes	Budgeted in FY 2025-26	Non-Budgeted Estimates
		9K. Initiate a Valley-wide advisory commission/committee.			
		9L. Consider modest stipend for Commissioners.			
			Total Goal #9		\$ -
	Live additions made during May 13 Regular Meeting (Goal 9)	<u>Council Member Whitman</u> (Recommendations from May 13) 1. Creation of a Traffic Safety Commission. 2. Change of the City Council meeting start time to 5:00, with Closed Sessions (when scheduled) to take place at the end of the agenda. 3. Initiate a City Council Liaison for the County’s Municipal Advisory Committee (MAC) <u>Mayor Pro Tem Lang</u> (Recommendations from May 13) 1. Interactive Signage/Kiosk for Trolley/Bus Stops. 2. Consistency in signage and design a wayfinding approach. 3. PSA with the Humane Society. (Possibly Goal 3 Public Safety or Goal 5 Public Safety, to be workshopped) 4. Potential ORD for the rights of renters with animals. 5. City Arts Calendar “What’s Happening” style calendar. <u>Council Member Rule</u> (Recommendations from May 13) 1. PSA with the Humane Society. (Possibly Goal 3 Public Safety or Goal 5 Public Safety, to be workshopped) 2. Evening drop-off of stray animals option. 3. Dog park for off-leash option and small dog option.			